



THE CITY OF DAWSON

AGENDA - COUNCIL MEETING #C20-13 TUESDAY, August 18, 2020 at 7:00 p.m. Council Chambers, City of Dawson Office

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

- a) Council Meeting Agenda #C20-13

3. PUBLIC HEARING

DELEGATIONS AND GUESTS

4. BUSINESS ARISING FROM DELEGATIONS

5. ADOPTION OF THE MINUTES

- a) Council Meeting Minutes #C20-11 of July 7, 2020

6. BUSINESS ARISING FROM MINUTES

- a) Council Meeting Minutes # C20-11 of July 7, 2020

7. FINANCIAL AND BUDGET REPORTS

- a) 2020 Accounts Payable Report #20-14 RE: Cheques #55253-55306
- b) 2020 Accounts Payable Report #20-15 RE: Cheques #55307-55311
- c) 2020 Accounts Payable Report #20-16 RE: Cheques #55312-55368

8. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) RFD – Amended Subdivision 19-150
- b) RFD – Subdivision Application 20-045
- c) RFD – Subdivision Application 20-046
- d) RFD – Subdivision Application 20-038
- e) RFD – Draft Engagement Plan Block Q Lots 1-20 Ladue estate planning study
- f) RFD – HAC New Member Appointment
- g) Parks and Recreation Master Plan – Final

9. BYLAWS AND POLICIES

10. CORRESPONDENCE

- a) HAC 20-11 Minutes
- b) HAC 20-12 Minutes

11. PUBLIC QUESTIONS

12. INCAMERA

13. ADJOURNMENT

MINUTES OF COUNCIL MEETING #C20-11 of the council of the City of Dawson held on Tuesday, July 7, 2020 at 7 p.m. City of Dawson Council Chambers

PRESENT: Mayor Wayne Potoroka
Councillor Stephen Johnson
Councillor Bill Kendrick
Councillor Molly Shore
Councillor Natasha Ayoub

REGRETS:

ALSO PRESENT: CAO Cory Bellmore
CDO Stephanie Pawluk

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C20-11 to order at 7:00 p.m.

Agenda Item: Agenda

C20-11-01 Moved by Mayor Potoroka, seconded by Councillor Ayoub that the agenda for council meeting #C20-11 of July 7, 2020 be adopted as amended.
Motion Carried 5-0

Amendment: removal of 10 a

Agenda Item: Proclamation

That council Proclaim July 14, 2020 LGBTQ2SIA+ day in Dawson City Yukon

Agenda Item: Public Hearing

a) OCP/ZBL Amendment #19-149 Hawkes Grouping, South of Guggieville Industrial Subdivision

C20-11-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that Council move to Committee of the Whole for a public hearing
Motion Carried 5-0

3 calls for public hearing, no responses received.

C20-11-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that Council revert to Council and proceed with the agenda
Motion Carried 5-0

Agenda Item: Minutes

a) Council Meeting Minutes #C20-09 of June 9, 2020

C20-11-04 Moved by Mayor Potoroka, seconded by Councillor Kendrick that Council Meeting Minutes #20-07 of May 12, 2020 be approved as amended.
Motion Carried 5-0

Changes: Votes on C20-09-04 should read 5-0

Agenda Item: Business Arising from Minutes

Council requests the copy of the Golf Course Audited Statements

Agenda Item: Financial & Budget Reports

a) 2019 Accounts Payable Report #20-10 RE: Cheques #55080 – 55123

C20-11-05 Moved by Mayor Potoroka, seconded by Councillor Johnson that council acknowledges receipt of the Accounts Payable Report #20-10 RE: Cheques #55080 #55123 & EFT Payments; provided for informational purposes. Motion Carried 5-0

Cheque #	Vendor Name	
55095	Greenwood Engineering	What is happening with the Water Metering - updated
55109	Kate St Jean	For? Last of Relocation expense

b) 2019 Accounts Payable Report #20-11 RE: Cheques #55124-55166

C20-11-06 Moved by Mayor Potoroka, seconded by Councillor Johnson that council acknowledges receipt of the Accounts Payable Report #20-11 RE: Cheques #55124 – 55166 & EFT Payments; provided for informational purposes. Motion Carried 5-0

Cheque #	Vendor Name	
55125	Across the River Consulting	? – for North End Communications
55136	Cotter Ent.	For what period?
55146	K. McMynn	For what period?

c) 2019 Accounts Payable Report #20-12 RE: Cheques #55167-55204

C20-11-07 Moved by Mayor Potoroka, seconded by Councillor Johnson that council acknowledges receipt of the Accounts Payable Report #20-12 RE: Cheques #55167 – 55204 & EFT payments; provided for informational purposes. Motion Carried 5-0

Cheque #	Vendor Name	
55189	Lamerton Land Surveys	? – Easement for 9 th Ave trail head
55195	Smith Cameron Pump Sol.	?
VISA	Planning Institute of BC	? – Position postings

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Request for Decision Re: Klondike Development Organization – Lease for Lot 1029

C20-11-08 Moved by Councillor Johnson, seconded by Councillor Ayoub that Council authorize administration to prepare a lease agreement with the Klondike Development Organization for lot #1029 for the purpose of a Solar Array Installation.
Motion Carried 5-0

b) Lots 1-20 Block Q Land Planning Study Contract Award

C20-11-09 Moved by Mayor Potoroka, seconded by Councillor Shore that Council award the contract for Lot 1-20 Block Q, Ladue Estate Planning Study to Stantec/Vector Research for \$30,000 excluding taxes.

C20-11-10 Moved by Mayor Potoroka, seconded by Councillor Shore that Council recess for 10 minutes
Motion Carried 5-0

Main motion carried
Motion Carried 4-1

c) Request for Decision Re: Truck Purchase

C20-11-11 Moved by Councillor Shore, seconded by Councillor Ayoub that Council award the purchase of a 2021 Chevrolet Silverado 1500 to Klondike Chevrolet for \$30,961.39 (plus GST) as per their submitted bid
Motion Carried 5-0

d) Community Recreation Grants

C20-11-12 Moved by Councillor Kendrick, seconded by Councillor Shore that Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$6,875.00 and Council approve the Level 2 Recreation Grants, as recommended by the Recreation Board in the amount of \$3200.00.
Motion Carried 5-0

C20-11-13 Moved by Councillor Shore, seconded by Councillor Kendrick that Council approve an additional 1 time special intake for July 2020 for community rec & community grants.
Motion Carried 5-0

Agenda Item: Bylaws and Policies

a) OCP Amendment No.3 Bylaw # 2019-16 - Second reading

C20-11-14 Moved by Mayor Potoroka, seconded by Councillor Kendrick that bylaw #2019-16 being the *OCP amendment No. 3 Bylaw* be given second reading subject to the following conditions:

- Prior to Third Reading, the landowner submits a letter from the owner authorizing the applicant to apply for the OCPA and ZBA.

- Prior to Third Reading, the applicant and the City of Dawson enter into a legally binding agreement to relinquish access to claims currently located in a Future Planning zone after an agreed-upon amount of time.
Motion Carried 4-1

b) Zoning Amendment No.6 Bylaw # 2019-17 – Second Reading

- C20-11-15** Moved by Mayor Potoroka, seconded by Councillor Kendrick that bylaw #2019-17 being the *Zoning amendment No. 6 Bylaw* be given second reading subject to the following conditions:
- Prior to Third Reading, the landowner submits a letter from the owner authorizing the applicant to apply for the OCPA and ZBA.
 - Prior to Third Reading, the applicant and the City of Dawson enter into a legally binding agreement to relinquish access to claims currently located in a Future Planning zone after an agreed-upon amount of time.
- Motion Carried 5-0

c) Tr'ondëk Municipal Services Bylaw # 2020-07 – First Reading

- C20-11-16** Moved by Mayor Potoroka, seconded by Councillor Johnson that Bylaw #2020-07 being the Tr'ondëk Municipal Services Agreement Bylaw be given first reading
Carried 5-0

Council would like to see the Red line version to show changes at an upcoming Committee of the Whole

Agenda Item: Correspondence

- C20-11-17** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council acknowledge the receipt of the following correspondence for informational purposes
- a) Heritage Advisory Committee Meeting Minutes HAC #20-07, HAC #20-08 & #HAC 20-09
 - b) Peggy Amendda Re: Goldrush Campground
 - c) Louise Tyacke Re: Goldrush Campground
 - d) Pat & Diane Brooks Re: Goldrush Campground Stability Issues
 - e) Greg Hakonson Re: Dawson City Recreation Centre, Goldrush Campground and residential building lots
 - f) Kathy Webster Re: Campground in Dawson City Downtown core
 - g) Shirley Pennell Re: Goldrush Campground
 - h) RCMP Monthly Policing Report May 2020
- Motion Carried 5-0

Agenda Item: Public Questions

- C20-11-18** Moved by Mayor Potoroka, seconded by Councillor Johnson that council move to committee of the whole for the purposes of hearing public questions
Motion Carried 5-0
- Request to add toll free #'s to zoom account and add as a number
 - Request to discuss better options for broadcasting and unlimited bandwidth for council chambers

C20-11-19 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole revert to council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: In Camera

C20-11-20 Moved by Mayor Potoroka, seconded by Councillor Kendrick that council move into a closed session of council as authorized by Section 212(3) of the Municipal Act, for the purposes of discussing a legal related matter
Motion Carried 5-0

C20-11-21 Moved by Mayor Potoroka, seconded by Councillor Johnson that council revert to an open session of council and proceed with the agenda.
Motion Carried 5-0

Agenda Item: Adjourn

C20-11-22 Moved by Mayor Potoroka, seconded by Councillor Johnson that council meeting #C20-11 be adjourned at 9:23 p.m. with the next regular meeting of council being July 21, 2020.
Motion Carried 5-0

THE MINUTES OF COUNCIL MEETING C20-09 WERE APPROVED BY COUNCIL RESOLUTION #C20-__-__ AT COUNCIL MEETING #C20-__ OF August 11, 2020.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

The City of Dawson
 Cheque Run 20-14
 17/07/2020

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
55253	Across The River Consulting	\$1,417.50		PL&D	ProFees - N End Comms
55254	Advance North Mechanical	\$894.87		PW	VehR&M Window Replace
55255	Alberta Traffic Supply	\$924.30		PW	Signage
55256	Arctic Inland Resources Ltd.	\$160.36	\$2.80	ADM	Bldg R&M
			\$157.56	PW	OpSupp
			\$160.36		AIR 2006-019422 PW OpSupp
55257	Assoc. of Yukon Communities	\$12,296.43	\$107.14	ADM	Mayor&Council Insurance
			\$12,189.29	ADM	AYC Membership
			\$12,296.43		
55258	BHB Mini Storage	\$105.00		ADM	Archive Storage
55259	BorOale Explorers Inc	\$2,530.75		REC	ContSvs - Rec Biking Pgm
55260	Brown, Shelley	\$136.45		REC	CR#20-129 Reimburse
55261	Bureau Veritas	\$1,086.80	\$908.25	PW	BureauVeri VA101444444 PW WtrS
			\$178.55	PW	BureauVeri VA10147912 PW WtrS
			\$1,086.80		
55262	Chief Isaac Incorporated	\$1,126.29	\$62.90	REC	JaniSupp
			\$932.14	REC	ContSvs-Janitorial
			\$131.25	PW-REC	SafetyLine
			\$1,126.29		
55263	Chief Isaac Mechanical	\$6,426.47	\$5,535.88	PW	HvyEQR&M
			\$890.59	PW	HvyEQR&M
			\$6,426.47		
55264	Conservation Klondike Society	\$22,625.00		ADM	Diversion Credits Q1
55265	Dawson City General Store	\$255.73	\$87.45	PW	OpSupp
			\$86.98	REC	OffSupp
			\$81.30	ADM	OffSupp
			\$255.73		
55266	Dawson Hardware Ltd	\$1,456.97	\$60.03	CABLE	EquipR&M
			\$137.96	ADM	HsholdChf KMcd
			\$122.13	PW	NonCapEquip
			\$575.48	PW	OpSupp
			\$469.19	REC	OpSupp
			\$36.84	ADM	NonCapEquip
			\$27.95	PW	Tools
			\$27.39	REC	NonCapEquip
			\$1,456.97		
55267	Duffee, Bonnie	\$40.00		REC	CR#20-128 FobDepRt
55268	Ed Repair & Services	\$24,885.00		PW	ContSvs June
55269	Erwood, Mike	\$40.00		PW	CR#20-120 Reimb-RdTest
55270	Finning (Canada) C3176	\$125.46		PW	OpSupp
55271	Gammie Trucking Ltd.	\$299.25		PW	ContSvs- moving gravel
55272	Greenwood Engineering Solutions	\$4,095.00		PW	ProFees - Water metering
55273	Grenon Enterprises Ltd.	\$10,029.35	\$1,911.00	PW	ContSvs - Streets
			\$8,118.35	PW	Water Deliveries
			\$10,029.35		
55274	Kenetic Welding	\$220.50		PW	Veh R&M
55275	Klondike Business Solutions	\$236.22	\$218.30	PW	Photocopy Copy Count
			\$17.92	ADM	Freight Charge
			\$236.22		
55276	Klondike Visitors Association	\$800.00		ADM	Canada Day Advertising
55277	Klondike Sun Newspaper	\$1,270.50	\$52.50	CABLE	Advertising
			\$52.50	CABLE	Advertising
			\$582.75	ADM	Full Page Advertising
			\$582.75	ADM	Full Page Advertising
			\$1,270.50		
55278	Manitoulin Transport	\$1,962.77	\$1,860.95	PW	Freight
			\$33.94	REC	Freight
			\$67.88	ADM	Freight
			\$1,962.77		

55279	Master Pools Alta Ltd.	\$8,199.45	REC	OpSupp
55280	McHugh, Matthew	\$40.00	REC	CR#20-124 DepRtnSk
55281	Kim A McMynn Ind Accounting Contractor	\$11,478.60	ADM	ProFees June
55282	Metrix Group LLP	\$23,100.00	ADM	Annual Audit Pro Fees
55283	Northern Hospital & Safety Supply Inc.	\$375.14	PW	SafetySupp
55284	Northern Superior Mechanical	\$331.37	\$174.60 PW	OpSupp
			\$91.88 PW	HvyEQR&M
			\$30.48 PW	OpSupp
			\$31.57 PW	Materials
			\$2.84 REC	OpSupp
			<hr/>	
		\$331.37		
55285	Northlands Water & Sewer Supplies Ltd.	\$1,917.30	\$291.90 PW	OpSupp
			\$1,625.40 PW	New Materials
			<hr/>	
		\$1,917.30		
55286	Raven's Nook	\$288.75	REC	SafetyGear
55287	Rudis, Ben	\$40.00	REC	CR#20-123 DepRtn
55288	Spectrum Security - Sound Ltd.	\$220.47	PW	ContSvs
55289	Staples #251 Whitehorse	\$112.81	ALL	OffSupp
55290	Steadman, Michael	\$84.00	PL&D	Refund - Overpayment
55291	Sunnydale Landscaping	\$10,510.50	\$2,950.50 PW	ContSvs Boardwalks
			\$7,560.00 REC	ContSvs _ Surface repalcement Minto
			<hr/>	
		\$10,510.50		
55292	Yvonne Dekok	\$40.00	REC	CR#20-122 SkiDepRtn
55293	Abbey Dekok	\$190.00	REC	CR#20-127 SecDepRtn
55294	Patrick Habiluk	\$94.00	REC	CR#20-126 SecDepR
55295	Cassandre Gamont-Blais	\$40.00	REC	CR#20-125 DepSki
55296	North of 60 Tattoo Extravaganza	\$710.26	REC	CR#20-130 Reimburse - Prepaid Rental
55297	Total North Communications Ltd	\$582.75	ADM	Phone
55298	Trinus Technologies Inc.	\$1,917.51	ADM	IT Svs&Supp
55299	Triple J Hotel	\$1,603.35	\$1,102.50 PW	Benefits - COVID Isolation - Staff
			\$500.85 PW	Accommodations
			<hr/>	
		\$1,603.35		
55300	Tsunami Solutions - 61267	\$170.10	REC-PW	SafetyLine
55301	WSP Canada Inc	\$735.00	PW	ProFees WL reporting
55302	Yukon Honda	\$174.96	REC	OpSupp
55303	Yukon Service Supply Co.	\$922.37	REC	OpSupp
55304	Yukon Chimney Sweep	\$2,717.73	REC	ContSvs
55305	Air North	\$521.65	PW	Freight
55306	Northern Industrial Sales	\$422.87	\$57.73 PW	OpSupp
			\$142.60 PW	Safety&OpSupp
			\$137.53 REC	OpSupp
			\$85.01 REC	SafetyGear
			<hr/>	
		\$422.87		

The City of Dawson
 Cheque Run 20-15
 21/07/2020

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
55307	Advance North Mechanical	\$651.22	\$170.63	PS	Tow-EurekaDr
			\$180.15	PS	VehR&M Bylaw
			\$300.44	PW	AdvNrth 468 PW VehR&M Rogue
			\$651.22		
55308	Chief Isaac Incorporated	\$1,090.44		REC-ADM	JaniSvs
55309	Dawson City Minor Soccer	\$1,055.00		REC	RG#20-001 Sports Grant
55310	Dawson Ski Association	\$5,630.66		ADM	RG#20-002 PropTax
55311	North 60 Petro	\$10,373.97	\$4,736.58	PW	Bldg Fuel
			\$2,402.61	REC	Bldg Fuel
			\$1,569.27	ALL	Vehicle Fuel
			\$90.67	PS-REC	Vehicle Fuel
			\$1,574.84		
\$10,373.97					

The City of Dawson
 Cheque Run 20-15
 31/07/2020

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
55312	AGF Investments Inc.	\$950.00		ADM	CR#20-131 RRSP Prog
55313	All About Meetings Inc.	\$745.80		ADM	Education
55314	Arctic Inland Resources Ltd.	\$38.19	\$9.41	REC	OpSupp
			\$28.78	REC	Bldg R&M
			\$38.19		
55315	Assante In Trust	\$720.00		ADM	CR#20-132 RRSP Prog
55316	BMO Nesbitt Burns	\$850.00		ADM	CR#20-133 RRSP Prog
55317	Cambrian Credit Union	\$1,109.60		ADM	CR#20-134 RRSP Prog
55318	Chief Isaac Mechanical	\$1,650.23	\$1,488.53	PW	VehR&M
55318	Chief Isaac Mechanical	\$1,650.23	\$161.70	PW	HvyEquipR&M
55319	CIBC - Whitehorse	\$616.98		ADM	CR#20-135 RRSP Prog
55320	Colliers Project Leaders Inc.	\$10,542.01	\$7,935.38	REC	REC Ctre ProFees
			\$2,606.63	ADM	CBC ProFees
			\$10,542.01		
55321	Crain Ventures	\$1,260.00		ADM	ContSvs-TempElectrical
55322	Curzon, Lambert	\$200.00		ADM	CR#20-147 HOG Rebate
55323	Dawson City General Store	\$356.99	\$313.35	REC	Canada Day Cakes & Decorations
			\$43.64	ADM	OffSupp
			\$356.99		
55324	Dawson Hardware Ltd	\$366.39	\$33.05	PW	NonCapEquip
			\$181.89	REC	Bldg R&M
			\$59.29	REC	Pool Bldg R&M
			\$35.13	REC	Pks&GspR&M
			\$32.47	PW	OpSupp
			\$24.56	PW	Phse Tools
			\$366.39		
55325	Eecol Electric Corp	\$208.09		PW	OpSupp
55326	Emco Corporation	\$491.40		PW	OpSupp
55327	Finning (Canada) C3176	\$966.17		PW	OpSupp-Paint
55328	Gaudet, Elaine	\$40.00		REC	CR#20-145 DepRetn
55329	Grenon Enterprises Ltd.	\$882.00		PW	ContSvs - Streets
55330	Hach Sales & Service Canada LP	\$405.94		PW	NonCapEquip
55331	Infosat Communications	\$106.03		PS	Sat Phones
55332	Investors Group Financial Services Inc	\$1,738.64		ADM	CR#20-136 RRSP
55333	L.Kirby In Trust	\$200.00		ADM	Petty Cash
55334	Klondike Visitors Association	\$126.00		REC	CR#20-141 Refund
55335	Klondike Sun Newspaper	\$635.25	\$582.75	ADM	Full Page Advertising
			\$52.50	CBL	TV Guide Advertising
			\$635.25		
55336	Klondike Printing	\$748.13		PS	ContSvs
55337	Lawson Lundell LLP	\$11,766.53	\$3,340.05	ADM	ProFees
			\$631.58	ADM	ProFees
			\$600.60	ADM	ProFees
			\$2,691.37	ADM	ProFees
			\$4,502.93	ADM	ProFees
			\$11,766.53		
55338	Locksmith Services Ltd.	\$880.43		REC	ContSvs
55339	Manitoulin Transport	\$1,208.65	\$842.71	PW	Freight
			\$298.06	ADM	Freight
			\$33.94	ADM	Freight for PL&D
			\$33.94	REC	Freight
			\$1,208.65		
55340	Mayes Enterprises	\$3,385.20		PS	ContSvs - FD Gear Dryer
55341	Metro Chrysler Ltd.	\$3,740.17		PW	VehR&M
55342	Morrison Hershield	\$11,602.50		PW	Quigley Ldfill Monitoring
55343	Nordique Fire Protection	\$3,154.20	\$954.45	PS	Fire Gear
			\$204.75	PS-PW	Safety Gear
			\$1,995.00	REC	ContSvs
			\$3,154.20		
55344	North 60 Petro	\$1,886.56		ALL	VehFuel
55345	Northern Industrial Sales	\$234.25	\$100.99	PW	SafetySupp
			\$133.26	PW	OpSupp
			\$234.25		
55346	Northern Superior Mechanical	\$98.66	\$43.28	PW	VehR&M
			\$21.79	PW	WTP OpSupp
			\$33.59	PW	NonCapEquip
			\$98.66		

55347	Northwestel Inc	\$5,519.87		ADM	Phone
55348	Northlands Water & Sewer Supplies Ltd.	\$1,890.00		PW	New Materials
55349	Pacific Northwest Moving	\$81.20	\$40.60	ADM	Freight
			\$40.60	REC	Freight
			\$81.20		
55350	Public Service Alliance of Canada	\$2,727.29	\$1,259.70	ADM	Union Dues
			\$1,467.59	ADM	Union Dues
			\$2,727.29		
55351	Scotia Securities	\$2,100.00		ADM	CR#20-137 RRSP Prog
55352	Shandler, Byron	\$200.00		ADM	CR#20-146 HOG Rebate
55353	Simplii Financial	\$850.00		ADM	CR#20-138 RRSP Prog
55354	Staples #251 Whitehorse	\$749.09	\$19.53	PS	Staples 2678069 ALL OffSupp
			\$18.98	REC	Staples 2678069 ALL OffSupp
			\$199.47	PW	Staples 2678069 ALL OffSupp
			\$511.11	ADM	Staples 2678069 ALL OffSupp
			\$749.09		
55355	Stokes International	\$284.72	\$51.72	PS	SpecialtyClothing
			\$233.00	PS	Promo-SpEvts
			\$284.72		
55356	Tangerine	\$200.00		ADM	CR#20-139 RRSP Prog
55357	Boulais, Florian	\$40.00		REC	CR#20-143 FobDepRtn
55358	Mawunganidze, Ricky	\$800.00		ADM	CR#20-148 Tax O-P Rtn
55359	The Chickweeders	\$4,623.67		REC	ContSvs
55360	TNT Small Engine Repair	\$155.03		PS	ContSvs
55361	Total Fire Protection Services	\$9,592.16	\$6,935.66	REC	Annual Certification Inspections
			\$1,239.00	ADM-PS	Annual Certification Inspections
			\$1,417.50	PW	Annual Certification Inspections
			\$9,592.16		
55362	Triple J Hotel	\$1,329.00	\$300.00	ADM	Gift Certificates
			\$1,029.00	PS	Covid Isolation Stay for MM
			\$1,329.00		
55363	Unbeatable Printing	\$1,286.25	\$1,144.50	PS	Signage
			\$141.75	REC	PrintSvs
			\$1,286.25		
55364	Van Roon, Dean	\$112.50		REC	CR#20-142 MembershipRefund
55365	Willow Printers Ltd.	\$1,263.15	\$1,011.15	ADM	PrintSvs-SecureWindowEnv
			\$211.05	PW	PrintSvs-LooForms
			\$40.95	ADM	PrintSvs-Bcards
			\$1,263.15		
55366	Yukon College	\$52.50		PW	EducNW
55367	Yukon Energy Corporation	\$25,064.77	\$3,072.19	PW	Street Lights
			\$21,992.58	ALL	Main Power Bill
			\$25,064.77		
55368	Air North	\$173.43		PW	Freight

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Lot 28 Dredge Pond Subdivision Application (#19-150)	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: 1. Application & Supporting Documentation
DATE:	August 3, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council:

1. Rescind resolution 20-09-07.
2. Grant subdivision authority to subdivide Lot 28 Dredge Pond Subdivision, as per the amended plan of subdivision, subject to the following conditions:
 - 2.1. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
 - 2.2. The period of time for which the plan of subdivision approval is effective within which the plan of subdivision must be submitted to the land titles office must not exceed 12 months from the date of approval.
 - 2.3. The applicant builds a compliant residential dwelling on the subdivided lot as per the specifications of Development Permit #20-005 within 12 months of the date of approval.

ISSUE

Council approved Subdivision Application #19-150 for Lot 28, Dredge Pond Subdivision on June 9th, 2020 via resolution 20-09-07.

- C20-09-07** Moved by Councillor Shore, seconded by Councillor Ayoub that council grant subdivision authority to subdivide Lot 28, Dredge Pond Subdivision, subject to the conditions 1.1 to 1.3 of the request for decision document.
Motion Carried 5-0

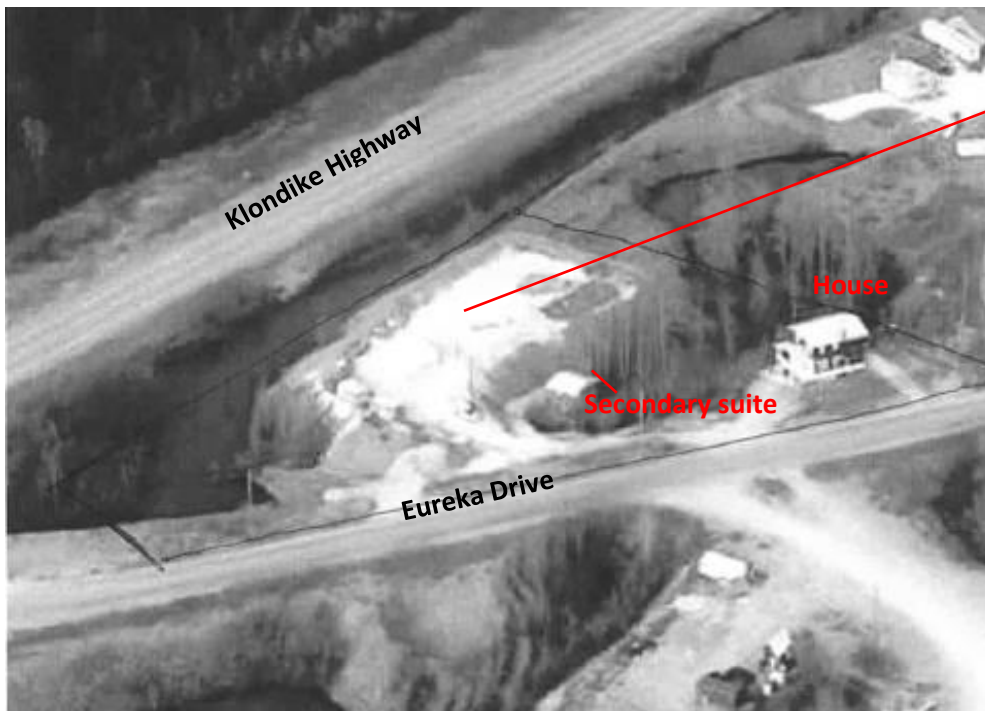
The subdivision plan that was approved via resolution 20-09-07 is shown in Figure 1.



Figure 1: Original approved subdivision plan.

One of the conditions of the approval of this subdivision was that “the applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.” The applicant submitted a plan of subdivision completed by a certified lands surveyor on July 6th, 2020. Upon review of this plan of survey, Administration determined that the plan was not drawn in conformity with the approved subdivision plan.

Upon consultation with the proponent, it was determined that the approved subdivision plan was unfeasible due to the geographic terrain of the lot. This infeasibility was not realized until after the approval of the subdivision when the proponent contracted a professional survey. Figure 2 shows an aerial image of the lot. An extreme slope and tailing pond renders much of the site undevelopable (circled in Figure 3). Additionally, the location of the existing septic tank (circled in Figure 3) forces the lot line to jag dramatically north in order to keep the septic tank with the southern proposed lot (lot B). The location of the septic tank was largely determined by Environmental Health requirements and the lot’s topography; therefore, the septic tank was not located there as a result of a lack of foresight for a future subdivision, but as a result of the geographic constraints of the lot.



Location of residential structure + secondary suite to be constructed

Figure 2: Aerial image showing the geographic features and existing development on the lot, with the current lot lines.

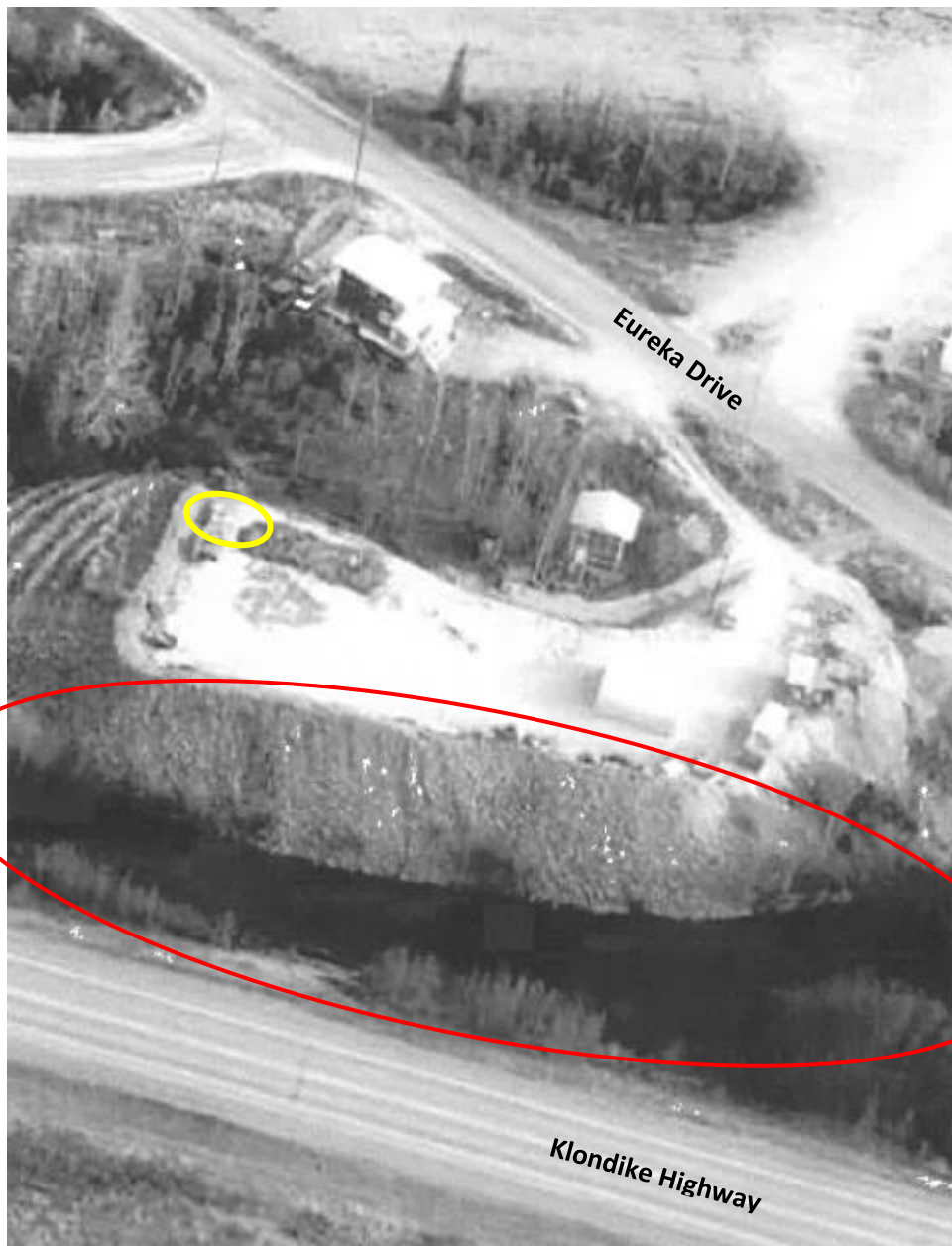


Figure 3: Constraints rendering sections of this lot undevelopable. The red circle shows the steep slope and tailing pond next to the Klondike Highway. The yellow circle shows the approximate location of the septic tank.

The intent of the application remains the same: to subdivide the Country Residential lot into two lots. The change is the proposed subdividing lot line. There are two main reasons for the location of the proposed subdividing lot line:

1. To keep the septic tank with the southern lot, and
2. To meet the minimum parcel size requirement of 0.4 ha, as per the ZBL.

This amendment to the subdividing lot line is shown in Figure 3. This is the proposed subdivision plan (also attached in the application package).

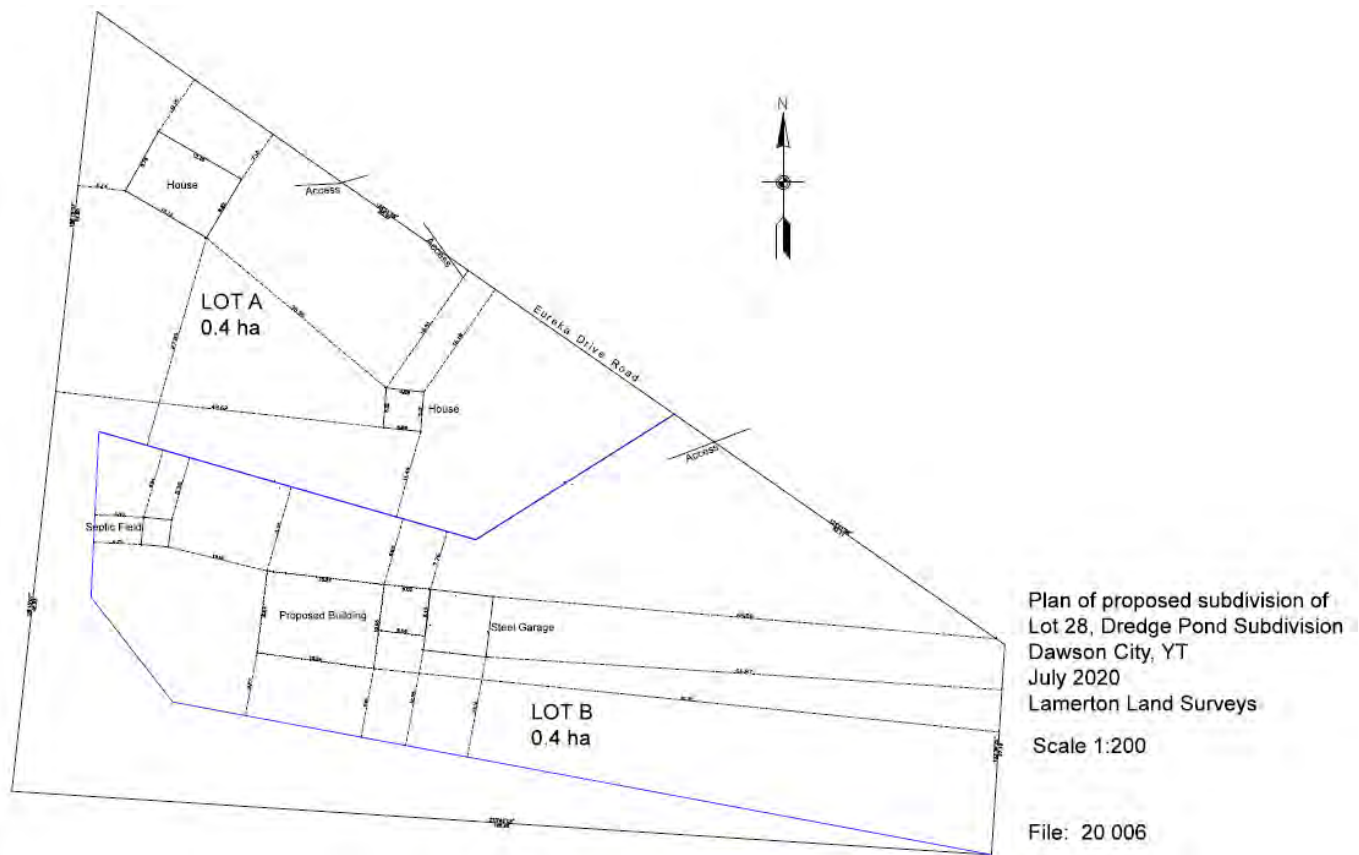


Figure 4: Proposed, amended subdivision plan.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Discussion

The applicant submitted all approved Environmental Health Permits with the initial subdivision application (see attached).

Proposed Lot A:

Environmental Health approved a Sewage Disposal System (Permit #3945) on February 10, 2014 for the main residence. The garden suite only has a composting toilet and the original Pit Privy approval from 2006 is still valid for this residence.

Proposed Lot B:

Environmental Health approved a Sewage Disposal System (Permit#6101) on August 1, 2019 for a three-bedroom residence.

Municipal Act

The Municipal Act s. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. Access to a highway is achieved for both parcels using existing access points to Eureka Drive.

S. 319 stipulates that a subdivision approval may be valid for a period of up to twelve months. If the applicant has not provided proof that the conditions of approval have been met, under the Act approval is void. The applicant can request an extension of a further twelve months, which may be granted in whole or in part, at the discretion of the approval authority.

Subdivision Bylaw

Subdivision Control Bylaw S3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The Analysis/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Official Community Plan

The existing titled property is currently designated as CR– Country Residential. Uses associated with this designation primarily include low-density residential uses that do not rely on being connected to municipal water and sewer. Therefore, the subdivided lot would be required to retain the same designation. Any new use or development on the proposed lots would be required to conform to the OCP designation.

Zoning Bylaw

The subject property is currently designated as Country Residential (R3). The Zoning ByLaw is intended to implement the goals of the OCP. Therefore, the R3 designation is intended to permit low-density single detached housing in a rural setting. The existing and approved future use and structures on both lots are compatible with the permitted use of the land.

In the original zoning assessment for the original approved subdivision plan, it was noted that the proposed Lot B currently contains only accessory structures. To remedy this issue, the applicant submitted plans to construct a residential dwelling on this lot. A development permit (#20-005) was approved and issued on June 10th, 2020 to construct a residential dwelling unit and secondary suite. It is a condition of approval that the applicant build a compliant residential dwelling on the proposed Lot B in order to meet the requirements of the R3 zone.

The zoning assessment conducted on the amended subdivision plan shows that the proposed lots are compliant with the Zoning Bylaw.

OPTIONS

1. Grant subdivision approval.
2. Deny subdivision approval and forward the applicant to the Board of Variance to apply for a lot size variance, as per the plan shown in Figure 5.

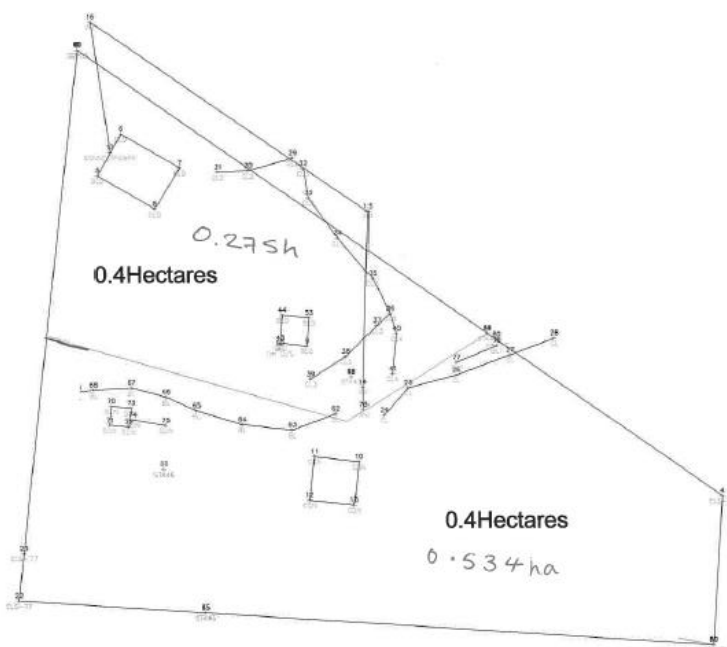



Figure 5: Plan of subdivision to be submitted to the Board of Variance, as a next step, should this proposed subdivision not be granted approval.

CONCLUSION

While it is not considered best practice to allow jagged lot lines that result in undevelopable land for the purpose of meeting the minimum parcel size requirement, there are numerous examples of lots that have been subdivided in this manner in the City of Dawson, that have set precedent. As a result of the geographic constraints of this lot, the applicant has legitimate grounds for a variance, should this proposed subdivision be denied. It is preferable to allow this proposed subdivision as opposed to a variance for a smaller lot size to accommodate a clean subdividing lot line (see Figure 4), because the approval of said variance could set precedent for other Country Residential lots to be subdivided into parcels below the minimum size requirement, which is adverse to the Zoning Bylaw. For this reason, this proposed subdivision is recommended.

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	August 5, 2020	

Original Subdivision Application #19-150

Approved June 9th, 2020



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0

PH: (867) 993-7400, FAX: (867) 993-7434

June 16th, 2020

Chad Beveridge
Box 1121
Dawson City, YT
Y0B 1G0

Re: NOTICE OF APPROVED SUBDIVISION APPLICATION #19-150

Dear Chad Beveridge,

I am pleased to inform you that your Subdivision Application #19-150 was approved on June 9th, 2020. This Permit gives you authorization to subdivide your property located at Lot 28, Dredge Pond Subdivision, to the specifications detailed in the plans you submitted, subject to the following conditions:

1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.



Please note that as per the Municipal Act Chapter 154 S. 322(3), “the period of time for which the plan of subdivision approval is effective and within which the plan of subdivision must be submitted to the land titles office must not exceed 12 months from the date of approval of the application unless the applicant and the approving authority agree to a further 12 month period”.

Therefore, you are required to provide documentation to the City of Dawson by no later than June 9th, 2021 that your plan of subdivision, including all appropriate caveats or easements as per the conditions listed

above, has been fully registered with the Land Titles Office. Failure to comply with this provision renders your approval void.

If you have any further questions, please feel free to contact me using the information listed below.

Sincerely,

Elizabeth Grenon

Acting Community Development Officer

Box 308, Dawson City YT Y0B1G0

bylaw@cityofdawson.ca

867-993-7400 ext. 413



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY	
APPLICATION FEE:	210 + GST
DATE PAID:	Oct. 30
RECEIPT #:	34019
PERMIT #:	19-150

SUBDIVISION APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT



Subdivision



Consolidation



Boundary Adjustment

CIVIC ADDRESS: 249 Eureka Drive VALUE OF DEVELOPMENT: _____

LEGAL DESCRIPTION: LOT(S) 28 BLOCK _____ ESTATE Dredgepond PLAN# 99-0199

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the number of proposed lots and their sizes.

Subdivide Lot 28, Eureka Drive to approximately 2 equal size lots

APPLICANT INFORMATION

APPLICANT NAME(S): Chad Beveridge

MAILING ADDRESS: Box 1121 Dawson City POSTAL CODE: Y0B1G0

EMAIL: chadbeveridge11@gmail.com PHONE #: 867-993-3360

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

FURTHER INFORMATION

ACCESS: Does the proposed development require additional access to any public road or highway? If yes, please name the road and describe the location of the proposed access.

please see drawing provided



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY	
PERMIT #:	19-150

WATER: Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? If yes, please name the body of water and describe the feature.

dredge pond in part of property (outer border bottom right)

TOPOGRAPHY: Describe the nature of the topography of the land (flat, rolling, steep, mixed), the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc., & sloughs, creeks, etc.), and the kind of soil on the land (sandy, loam, clay, etc.).

Flat, rolling, see attached satellite photo.

EXISTING BUILDINGS: Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved:

existing House, detached Rental, future Steel Garage.
None to be moved or demolished.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 12-27 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

Oct 30/19
DATE SIGNED

SIGNATURE OF APPLICANT(S)

DATE SIGNED

SIGNATURE OF OWNER(S)



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY	
PERMIT #:	19-150

COMPLETE APPLICATION SUBMISSION REQUIREMENTS

As per the Municipal Act s. 320(1), a subdivision will be granted, granted with conditions, or refused within 90 days of receipt of a complete application. An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.


- Application Form (completed in full)
- Application Fee as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw
- Site Plan that includes:
 - a north arrow and scale
 - property lines shown and labelled as per the most recent legal survey
 - dimensions and areas of all proposed lots
 - all easements and rights of way shown and labelled
 - the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - the topography and other physical features of the subject land
 - the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the proposed property lines
 - the location of retaining walls and fences (existing and proposed)
 - the location, dimensions, and number of onsite parking areas
 - the location of loading facilities
 - the date of the plan
- Certificate of Title (if owner does not match Assessment Roll)
- Stormwater management plan
- Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) 28 BLOCK _____ ESTATE Dredge Pond Subd. PLAN# 99-0199
 ZONING: R3 - Country Residential DATE COMPLETE APPLICATION RECEIVED: _____
 TYPE OF APPLICATION: Subdivision
 APPLICANT NAME(S): Chad Beveridge
 OWNER NAME(S): same

- APPLICATION REJECTED
- APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: June 10, 2020 SIGNATURE:  ELIZABETH GRENON (ACTING CDO)



Eureka Drive

Lot A

Area: 0.40 ha
Perimeter: 326.02 m

Lot B

Area: 0.40 ha
Perimeter: 201.43 m

North Klondike Highway



Pay Dr

304

Log House

Log House

304

Garden Suite

cabe

Garage

power pole

30' access 164

476

Eureka Dr

Eureka Dr

82

83% 6:55 PM

Eureka Dr



Health and Social Services
Environmental Health Services
#2 Hospital Road
Whitehorse, Yukon Y1A 3H8

Telecopier Transmittal Form
Telecopier Number: (867) 667-8322

Date: August 24, 2006

To: Chad Beveridge

Fax Number: 993-5408

Number of Pages to follow: 2

Subject: Authorization to Construct, Install, and Use a Pit Privy
Lot 28 Dredge Pond Subdivision, Dawson City, Yukon

Comments:

Dear Chad:

I have authorized the construction, installation, and use of a privy as per your application for the above-noted property. Please ensure that the pit privy is constructed according to the attached standards. Also, it is my understanding that a sewage holding tank will be installed once the cabin is constructed (in 2007). Please be advised that you will be required to make application for a permit to install a sewage holding tank at this time.

If you have any questions or concerns, please contact me at (867) 667-8337, or toll-free at 1-800-661-0408, ext. 8337

Signed: Tracey Hewitt
Tracey Hewitt, B.Sc., B.E.H., C.P.H.I.(C)
Environmental Health Officer

- If you have any difficulty receiving this transmission please call (867) 667-8391



Health and Social Services

Box 2703, Whitehorse, Yukon Y1A 2C6
Environmental Health Services
#2 Hospital Road
Whitehorse, Yukon Y1A 3H8

February 10, 2014

Chad Beveridge
Box 1121
Dawson City, YT
Y0B 1G0

**Re: APPROVAL TO USE A SEWAGE DISPOSAL SYSTEM - PERMIT #3945
Lot 28, Plan 99-0199, Dredge Pond Subdivision, Dawson City, YT**

1750 lgal. Sewage Holding Tank for a two bedroom residence

Dear Mr. Beveridge,

The notification of installation form, sewage holding tank installation declaration, photographs, and confirmation of high level alarm installation for the sewage disposal system located on the property described above have been received by our office.

The system appears to have been constructed in accordance with the application and permit. Approval to use the system is hereby granted. Please note that this approval is not a warranty as to system performance or service life.

The permitting and notification requirements of the *Sewage Disposal Systems Regulation* pursuant to the *Public Health and Safety Act* have been satisfied.

Please contact me at (867) 667-8337 or toll free 1-800-661-0408 ext. 8337 if you have any questions or comments.

Yours truly,

A handwritten signature in black ink that reads "Tracey Kinsella". The signature is written in a cursive, flowing style.

Tracey Kinsella, C.P.H.I.(C)
Environmental Health Officer

cc: Building Inspections, Yukon Government



Environmental Health Services
2 Hospital Road
PO Box 2703, Whitehorse Y1A 2C6

August 01, 2019

Chad Beveridge
P.O. Box 1121
Dawson City, Yukon
Y0B1G0

Re: APPROVAL TO USE A SEWAGE DISPOSAL SYSTEM - PERMIT # 6101
Legal description: Lot# 28, Plan # 99-199; 249 Eureka Dr., Dredge Pond, Dawson City
Type of system: 1000 l. gal. Septic Tank, (24 x 24) ft² Soil Absorption Bed
Type of premises: 3-bedroom residence

The notification of installation form, septic tank installation declaration form and photographic record of installation for the sewage disposal system located on the property described above have been received by our office.

Your system appears to have been installed in accordance with the application and permit. Approval to use the system is hereby granted. Please note that this approval is not a warranty as to system performance or service life.

All permit and notification requirements of the *Sewage Disposal Systems Regulation* (OIC 1999/82) pursuant to the Public Health and Safety Act have been satisfied.

You may contact our office at (867) 667-8391 or toll-free 1-800-661-0408, ext. 8391, should you require any further information.

Sincerely,

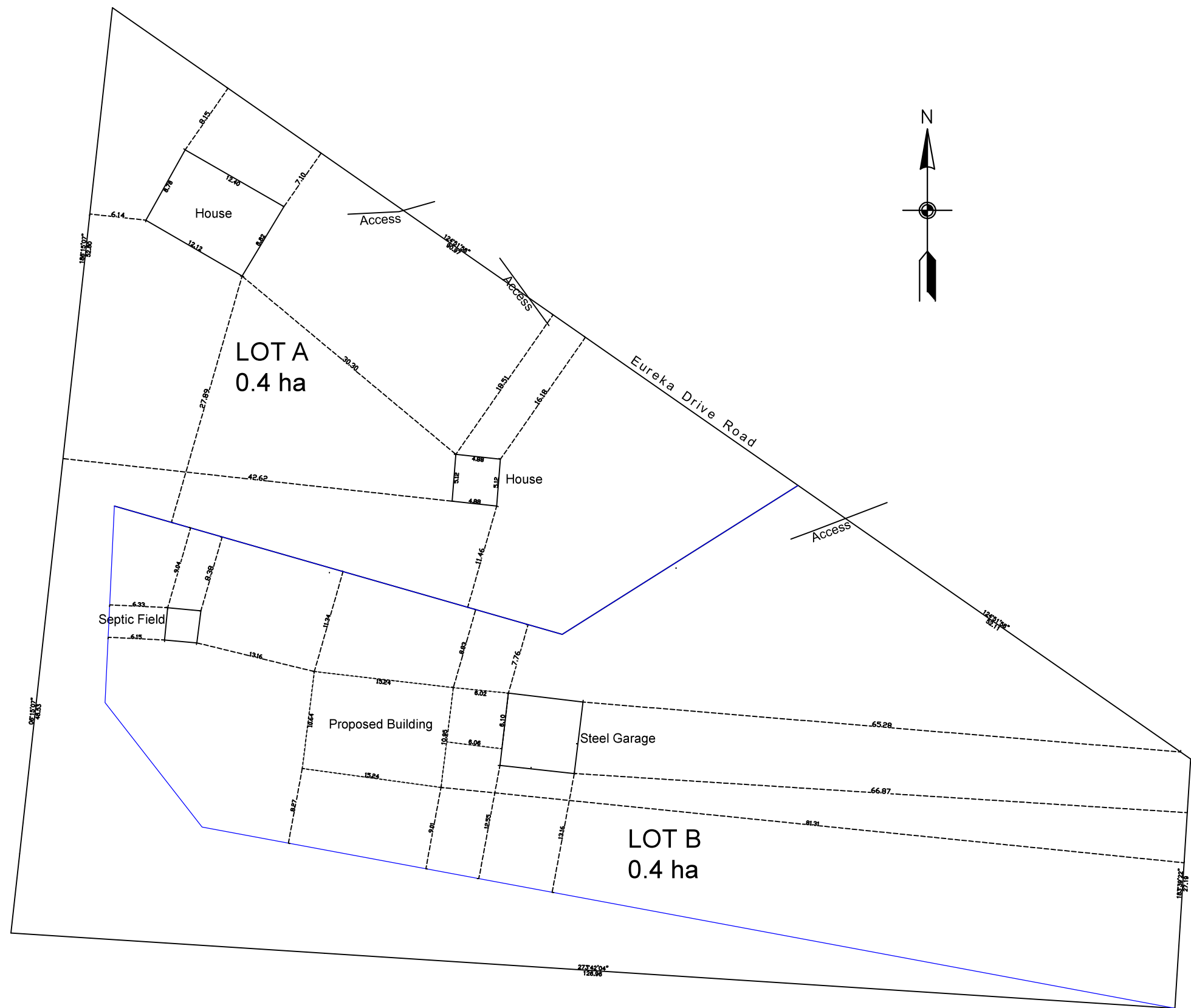
A handwritten signature in black ink, appearing to read "Franklin Fru".

Franklin Fru, C.P.H.I.(C)
Environmental Health Officer

cc: Building Inspections, Government of Yukon
encl: Operation and Maintenance of a Septic System

Amendment to Subdivision Application

#19-150

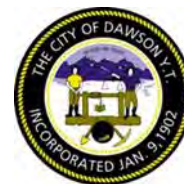


Plan of proposed subdivision of
 Lot 28, Dredge Pond Subdivision
 Dawson City, YT
 July 2020
 Lamerton Land Surveys

Scale 1:200

File: 20 006

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Lots 9 & 10, Block U, Ladue Estate Consolidation (#20-045)	
PREPARED BY:	Stephanie Pawluk, Community Development & Planning Officer	ATTACHMENTS: 1. Application & Supporting Documentation
DATE:	August 7, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw Heritage Bylaw		

RECOMMENDATION

It is respectfully recommended that Council grant subdivision authority to consolidate Lots 9 & 10, Block U, Ladue Estate, as per Subdivision Application #20-045, subject to the following conditions:

- 1.1. The application successfully passes through a public hearing.
- 1.2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

ISSUE

The applicant is requesting to consolidate their lots into one lot because the duplex currently straddles the two separate lots. The newly created lot will be 929 m² (0.9 ha), which is compliant with the Zoning Bylaw. The application was received in full on July 22, 2020, and as required by the Municipal Act, a decision must be made by October 20, 2020. The public hearing is scheduled for August 25, 2020.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Comments

Department heads have been asked to comment on this application for the purposes of assessing operational requirements such as access, lot grading, and slope stability, and at the time of writing this report, no comments have yet been received.

The application was also circulated to every property owner within a 100m radius of this property, inviting comments and questions. No comments in opposition to this application were received at the time of writing this report. The public hearing is scheduled for 25 August 2020 at the Committee of the Whole.

Subdivision Bylaw

Subdivision Control Bylaw s. 3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The Analysis/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Municipal Act

The Municipal Act s. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. The applicant's proposal shows the two existing driveways accessing the lane to the back of the property and therefore does not require any new access. Access points are circled in red on Figure 1.

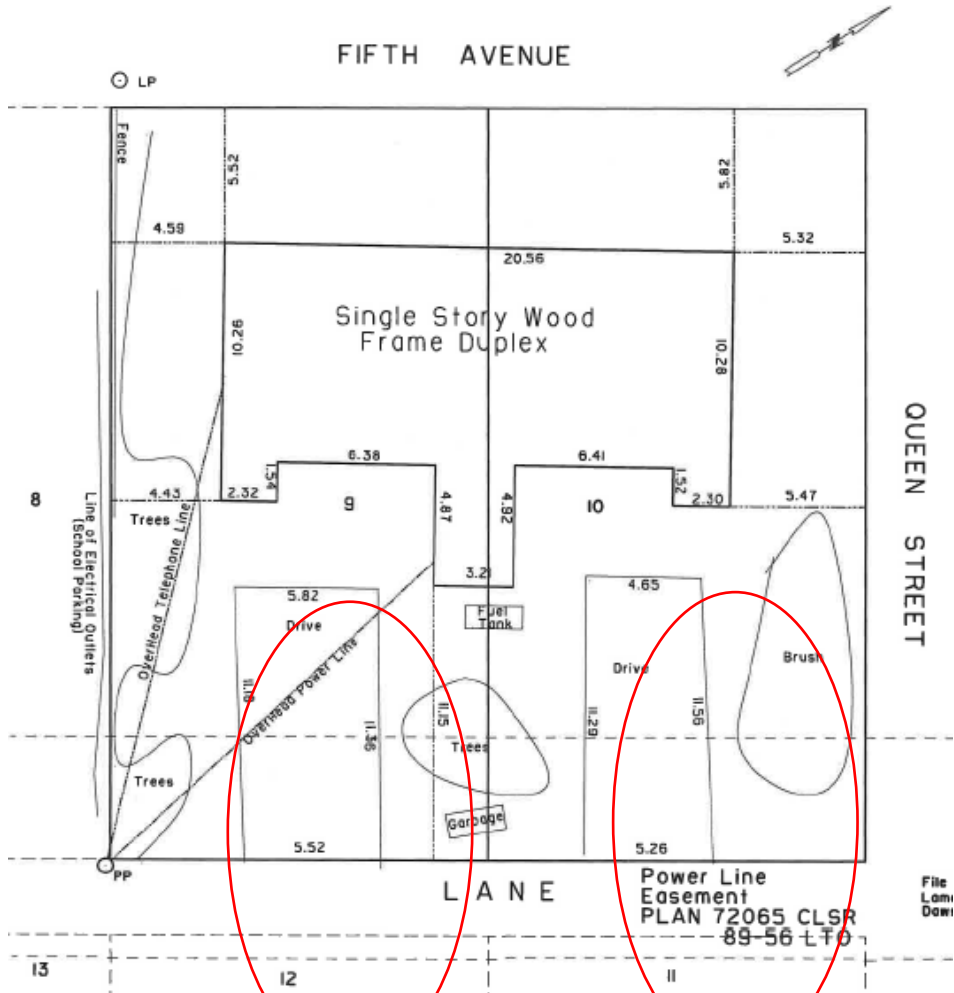


Figure 1: Proposed lot consolidation, including existing access.

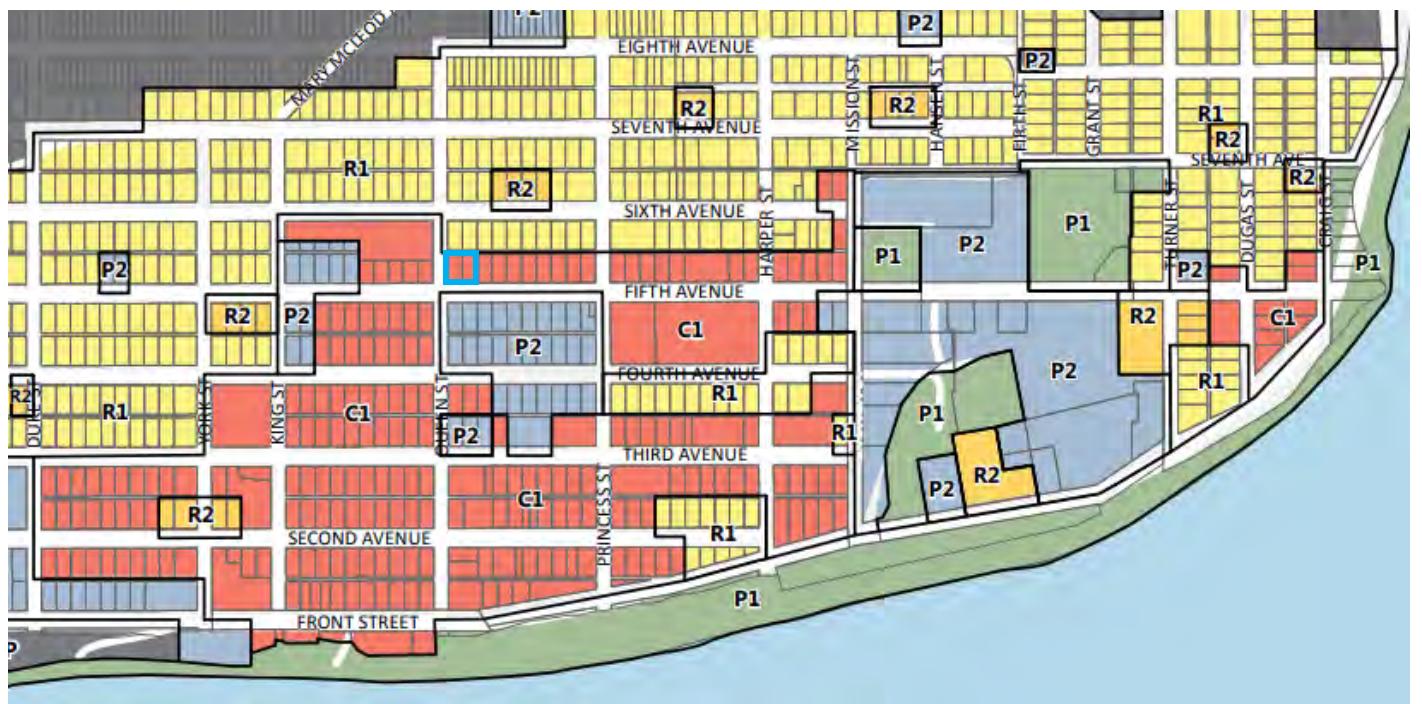


Figure 2: Context map showing location of current lots under consideration (outlined in blue).

Official Community Plan

The land use designation for the subject property is Downtown Core, which is intended to support a broad range of uses, including low- density residential. s. 6.2 states that “while the area will predominately consist of commercial and institutional uses, high- and low- density residential uses are also acceptable”. The current use and structure is not contradictory to the OCP. Any new use or development on the proposed lot would be required to conform to the OCP designation.

Zoning Bylaw

The lots under consideration are zoned as C1: Core Commercial in the 2018 ZBL. C1 uses are largely commercial and multi-residential in nature, and these uses are typically focused in the inner areas of the downtown core. Multi-residential is defined by the Zoning Bylaw as “any physical arrangement of three or more permanent dwelling units”. As per this definition, the current duplex on the lots under consideration is not compliant with the current C1 zoning. However, this structure is of a legally non-conforming status, as R1 residential uses were allowed as a ‘discretionary use’ in past zoning bylaws.

This consolidation would bring the setbacks into compliance with the Zoning Bylaw. Currently, the duplex straddles the two lots, which is non-compliant to the zoning bylaw. Should the consolidation be approved, the setbacks will be in compliance.

As per s. 5.1.1.1 of the Zoning Bylaw, “at the sole discretion of Council, parcels with a pre-existing legally non-conforming use or structure may be subdivided so long as it does not increase the legally non-conforming nature of the use or structure.” As such, there is no requirement for the applicant to rezone this property as a result of the structure’s legal non-conformance, as a subdivision/ consolidation does not trigger the need for the use or structure to come into compliance.


Any future development that enlarges, adds to, or structurally alters the existing structure on the property, as per s. 301 of the Municipal Act, will cause the structure to lose its legally nonconforming status and instigate the conformance to the current zoning bylaw requirements when future applications are made.

Heritage Bylaw

The property is located in the Downtown Transitional Character Area, which is comprised of a mix of institutional, commercial, and residential buildings. The structure on the lots under consideration just recently passed through the Heritage Advisory Committee and received approval for the retrofit currently underway. This structure is not listed in the Municipal or Yukon Government Heritage Inventory, and given that there is no requirement outlined in the Zoning Bylaw, Heritage Management Plan, or Heritage Bylaw for a subdivision/consolidation to be reviewed by the Heritage Advisory Committee, a Heritage Assessment and review by the Heritage Advisory Committee is not required.

OPTIONS

1. Council grant subdivision authority to consolidate Lots 9 & 10, Block U, Ladue Estate, as per Subdivision Application #20-045, subject to the following conditions:
 - 1.1. The application successfully passes through a public hearing.
 - 1.2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
2. Council accept this report as information and forward the decision to the September 1, 2020 Council meeting, after the Public Hearing takes place.

APPROVAL	
NAME:	SIGNATURE:
DATE: Aug 7, 2020	



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY	
APPLICATION FEE:	\$105.00 + GST
DATE PAID:	July 22 2020
RECEIPT #:	35927
PERMIT #:	20-045

SUBDIVISION APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

Subdivision

Consolidation

Boundary Adjustment

CIVIC ADDRESS: 994-996 5th Avenue VALUE OF DEVELOPMENT: \$600,000

LEGAL DESCRIPTION: LOT(S) 9 & 10 BLOCK U ESTATE Ladue Estate PLAN# 8338A CLSR

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the number of proposed lots and their sizes.

Consolidation of lots

APPLICANT INFORMATION

APPLICANT NAME(S): Eric Gaucher, for Yukon Housing Corporation

MAILING ADDRESS: 410 Jarvis Street POSTAL CODE: Y1A 2H5

EMAIL: eric.gaucher@gov.yk.ca PHONE #: 867-332-9258

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

FURTHER INFORMATION

ACCESS: Does the proposed development require additional access to any public road or highway? If yes, please name the road and describe the location of the proposed access.



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY	
PERMIT #:	20-045

WATER: Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? If yes, please name the body of water and describe the feature.

Lots are situated roughly 0.2 mile from the Yukon River, and 0.8 mile from the Klondike River.

TOPOGRAPHY: Describe the nature of the topography of the land (flat, rolling, steep, mixed), the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc., & sloughs, creeks, etc.), and the kind of soil on the land (sandy, loam, clay, etc.).

Lot is flat, recently re-graded for proper drainage. Vegetation is scant.

EXISTING BUILDINGS: Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved:

Building is a one storey duplex, with an attached boiler room. Building is presently undergoing an energy upgrade. Is not being demolished or moved.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

DATE SIGNED

2020/06/01

DATE SIGNED

SIGNATURE OF APPLICANT(S)

Eric Courdey

SIGNATURE OF OWNER(S)



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY

PERMIT #:

20-045

INSTRUCTIONS AND GUIDELINES

IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM. THESE GUIDELINES ARE FOR REFERENCE ONLY. IN THE EVENT OF A DISCREPANCY WITH THE ZONING BYLAW OR OTHER BYLAWS/LEGISLATION, THE BYLAW/LEGISLATION PREVAILS.

1. Council shall not approve any application for the subdivision of any land within any zone or on any site where the parcels do not meet the minimum requirements prescribed for that zone.
2. At the sole discretion of Council, parcels with a pre-existing legally non-conforming use or structure may be subdivided so long as the subdivision does not increase the legally non-conforming nature of the use or structure.
3. Spot land applications and parcel enlargements can be approved at the sole discretion of Council and will not be approved by Council unless the application conforms to the long-term plan for those lands, as described in the OCP or other applicable approved plans.
4. Notwithstanding the above, Council may approve an application for the subdivision of any land within the historic townsite into lots that do not meet the minimum site area requirements prescribed for the underlying zoning district as a heritage conservation incentive, provided:
 - a. that subdivision is in keeping with the heritage integrity of the community; and
 - b. the development proposed for those lots meets the heritage management policies and guidelines of the OCP and the Zoning Bylaw
5. Prior to final approval, Council shall hold a public hearing to hear and consider all submissions respecting the proposed subdivision. The public hearing shall be held no earlier than seven days after the last date of publication of the notice.
6. The notice must be circulated, in a method approved by Council, once a week for two successive weeks.
 - a. Methods of notice circulation may include posting on the City website, in local newspapers, and/or on the City and Post Office Bulletin Boards, as well as sending written notification.
 - b. The notice shall:
 - i. describe the area affected by the proposed subdivision
 - ii. state the date, time, and place for the public hearing respecting the proposed subdivision
 - iii. include a statement of the reasons for the subdivision and an explanation of it
7. Written notification letters shall be mailed prior to the public hearing to all properties within the following radii of the subject property:
 - a. 100 m (328.1 ft.) for properties within the historic townsite
 - b. 1 km (3,280.1 ft.) for properties outside the historic townsite
8. A notification sign shall be placed on the subject property for a minimum of seven days.
 - a. The sign shall state the details of the subdivision and the date, time, and place of the public hearing, as well as the City's contact information.
 - b. The sign shall be provided by the City and shall be returned to the City on the day following the public hearing.
 - c. Signs not returned will be subject to an advertising fee equal to the replacement of the sign materials.
9. Every applicant who applies for subdivision of land shall provide to each lot created by the subdivision direct access to a highway satisfactory to the approving authority.
10. On receipt of a completed application for subdivision, Council will, within 90 days, approve it, refuse it, or approve it with conditions. Approval of an application shall be valid for a period of 12 months and may be subject to renewal for one more period of 12 months at the discretion of Council.
11. If Council refuses an application for subdivision, no subsequent unaltered application for approval of a proposed subdivision of land that provides for the same use of the land shall be made by the same or another person within six months of the date of the refusal.
12. If an application for a proposed subdivision of land is approved with or without conditions the applicant shall:
 - a. submit to the CDO a plan of subdivision or an instrument drawn in conformity with the approval; and
 - b. on approval of the subdivision plan, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
13. If approval of an application for subdivision is refused, the applicant may, within 30 days after the date on which the notice was mailed to the applicant, appeal in writing to the Yukon Municipal Board.



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY	
PERMIT #:	20-045

COMPLETE APPLICATION SUBMISSION REQUIREMENTS

As per the Municipal Act s. 320(1), a subdivision will be granted, granted with conditions, or refused within 90 days of receipt of a complete application. An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.

- Application Form (completed in full)
- Application Fee as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw
- Site Plan that includes:
 - a north arrow and scale
 - property lines shown and labelled as per the most recent legal survey
 - dimensions and areas of all proposed lots
 - all easements and rights of way shown and labelled
 - the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - the topography and other physical features of the subject land (described in application)
 - the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the proposed property lines
 - the location of retaining walls and fences (existing and proposed)
 - the location, dimensions, and number of onsite parking areas
 - the location of loading facilities
 - the date of the plan
- Certificate of Title (if owner does not match Assessment Roll)
- Stormwater management plan
- Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) 9+10 BLOCK U ESTATE Ladue Estate PLAN# _____

ZONING: _____ DATE COMPLETE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

APPLICATION REJECTED

APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ SIGNATURE: _____

Sketch of Lots 9 & 10
 Block U, Ladue Estate
 C. of T. 80Y204
 PLAN 8338A CLSR
 Dawson City, Yukon

Prepared For;
 Yukon Housing Corp.
 May, 2020

Lamerton Land Surveys

Scale: 1:200

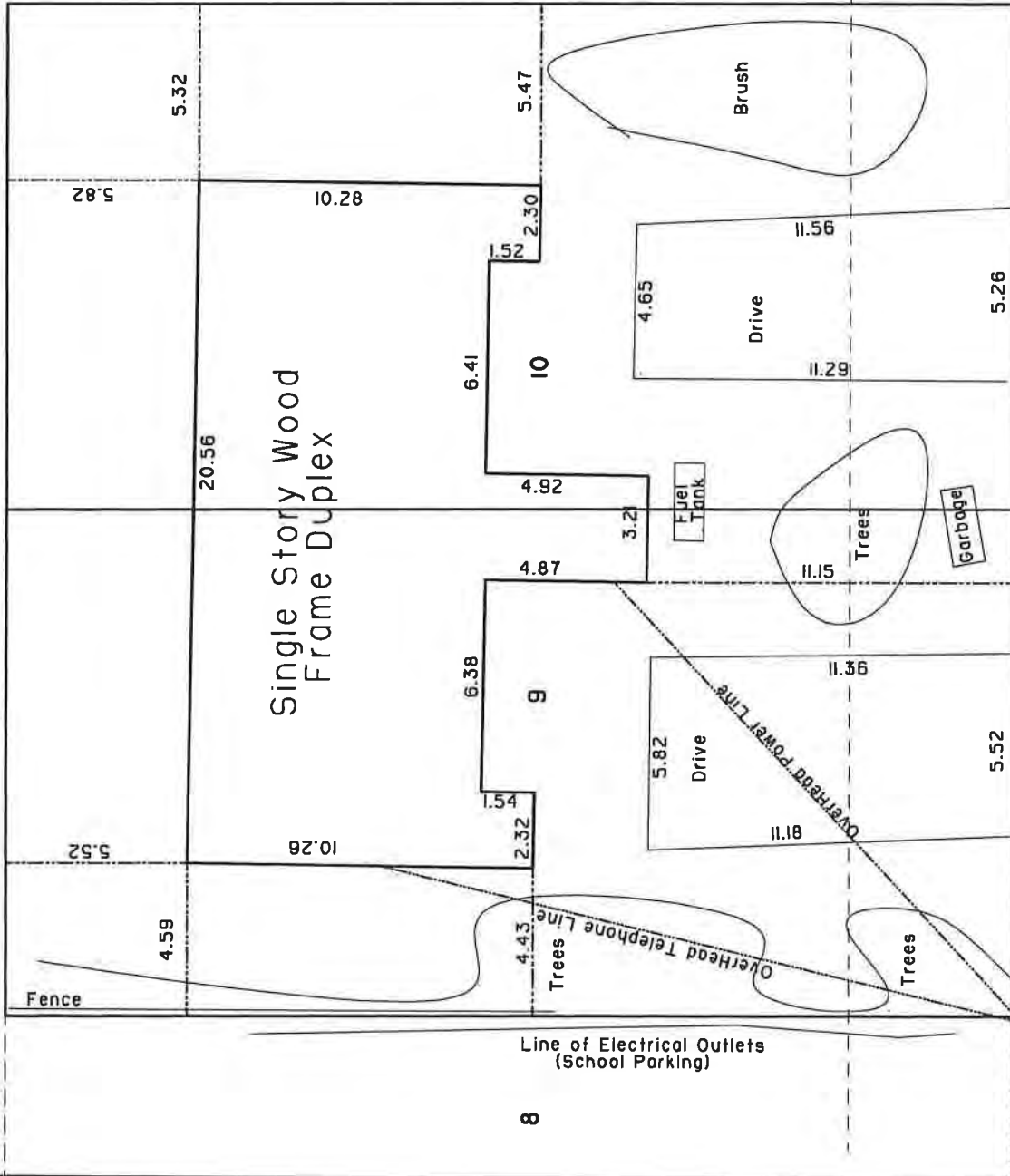
File No. : 20 016
 Lamerton Land Surveys
 Dawson City, Yukon



FIFTH AVENUE

QUEEN STREET

○ LP



Power Line
 Easement
 PLAN 72065 CLSR
 89-56 LFO

L A N E

13

12

11

PP

Stormwater
Management
Plan of Lots 9 & 10
Block U, Ladue Estate
C. of T. 80Y204
PLAN 8338A CLSR
Dawson City, Yukon

Prepared For;
Yukon Housing Corp.
July, 2020

Lamerton Land Surveys

Scale: 1:200

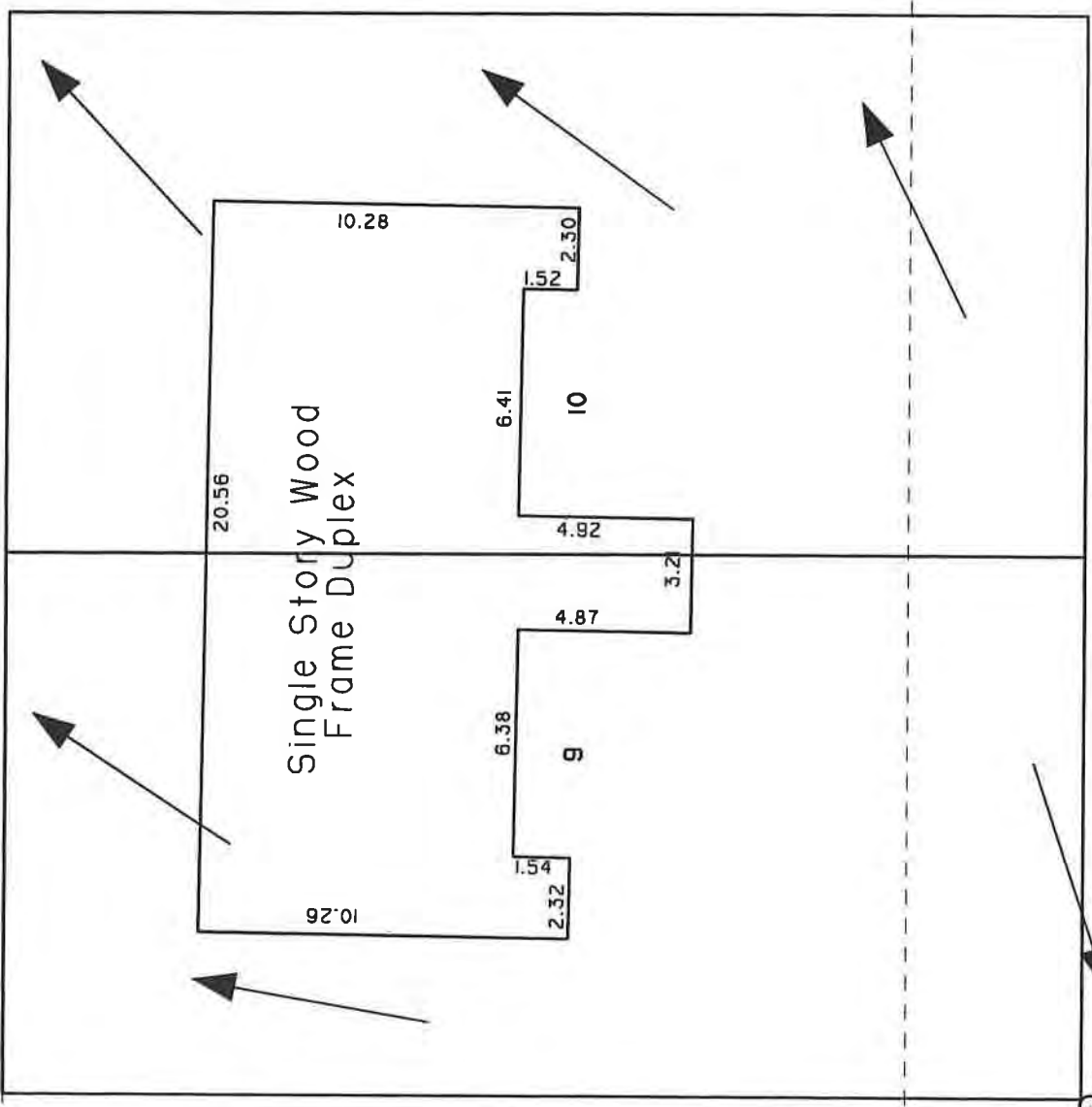
File No. : 20 016
Lamerton Land Surveys
Dawson City, Yukon

QUEEN STREET



FIFTH AVENUE

LP



Power Line
Easement
PLAN 72065 CLSR
89-56 LFO

L A N E

11

12

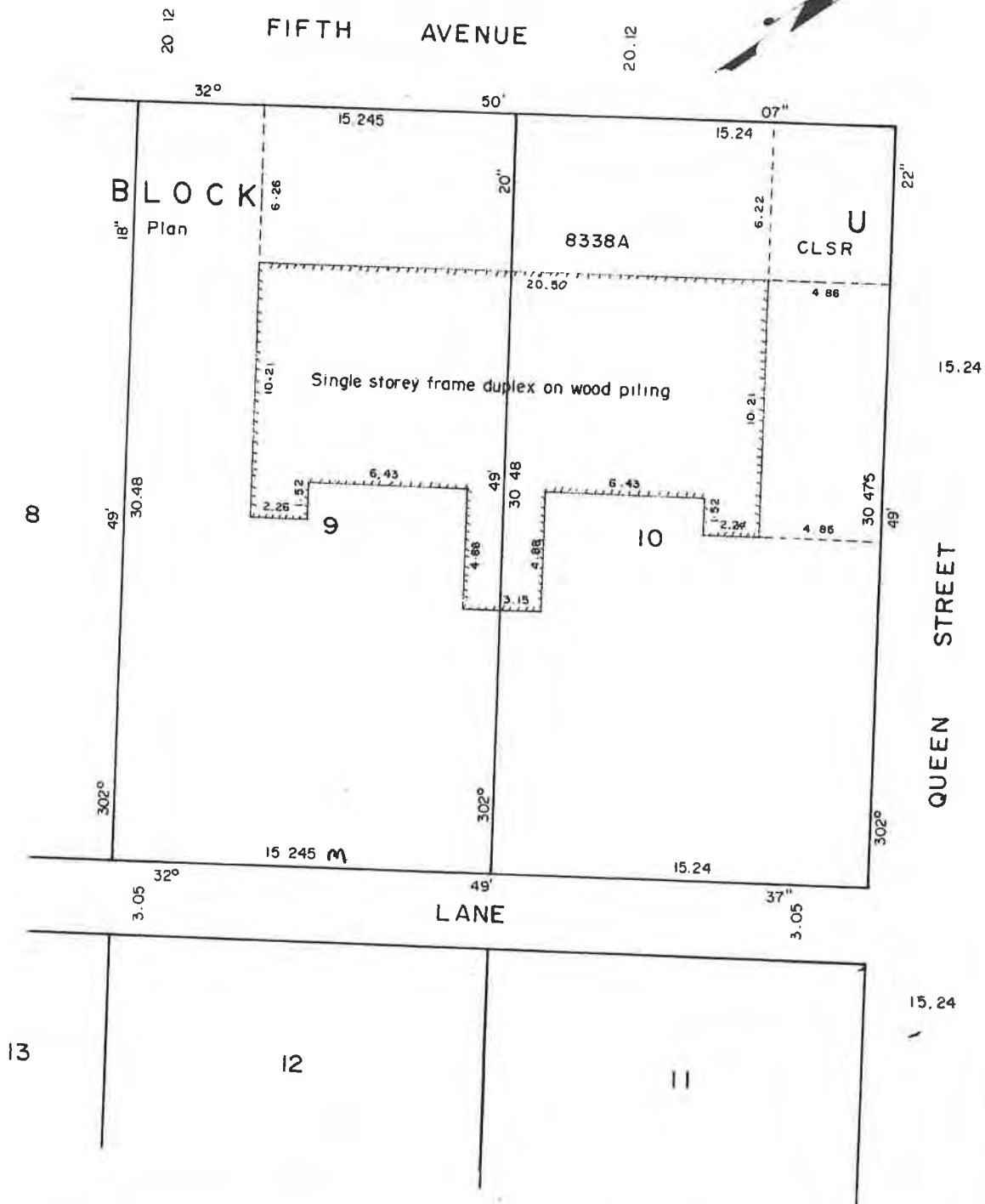
13

8

9

10

PLAN OF
LOTS 9 & 10, BLOCK U
LADUE ESTATE
TOWNSITE OF DAWSON, Y.T.
 Scale: 1 : 200
METRIC



CERTIFICATE

This is to certify that we, Underhill & Underhill, Dominion and B.C. Land Surveyors, have surveyed the above mentioned parcel of land, and find that the frame duplex now erected thereon lies wholly within the boundaries thereof.

UNDERHILL & UNDERHILL

Jim Underhill

B.C.L.S., C.L.S.

September 17th 1978.

SK 1199

Certificate of Title

72-634 005-333420

Canada

Yukon Territory

Yukon Land Registration District

LAND TITLES ACT 2.73: The title g

(a) any subsisting reservations or exceptions
 (b) all unpaid taxes;
 (c) any public highway or right of way or other public encumbrance, however created, upon, over or in respect of the land;
 (d) any subsisting lease or agreement for a lease for a period not exceeding three years, where there is actual occupation of the land under the same;

the land mentioned in any certificate of title issued under this Act is, by implication in the original grant of the land from the Crown;

and without any special notice in the certificate, unless the contrary is expressly declared by decrees, orders or executions against or affecting the interest of the owner in the land, at have been registered and maintained in force against the owner;

(f) any right of appropriation that may, by statute or ordinance, be vested in the Crown or in any person or body corporate;

(g) any right of way or other easement granted or acquired under the provisions of the Irrigation Act.

This is to certify that YUKON HOUSING CORPORATION

is now the owner of an estate in fee simple _____ of and in

Lots Nine (9) and Ten (10) in Block U, in the Ladue Estate, in the City of Dawson in the Yukon Territory, as shown on a plan of record in the Canada Lands Survey Records in the Department of Energy Mines and Resources at Ottawa under number 8338A;

subject to the encumbrances, liens and interests notified by memorandum underwritten or endorsed hereon, or which may hereafter be made in the Register.

In Witness Whereof, I have hereunto subscribed my name and affixed my official seal.

this Twenty-Sixth day of March 19 80

P.O. Address
203 A Main Street, Whitehorse, Y.T.

J. Thacora
 Registrar, Yukon Land Registration District



Certificate of Title No.
80Y204



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0
 PH: (867) 993-7400, FAX: (867) 993-7434

Zoning Assessment

File Number: #20-045

Date: July 2, 2020

Zone: C1

Assessment Completed By: SPawluk

1. Application Type

<input type="checkbox"/> OCP Amendment	<input type="checkbox"/> Variance
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Development
<input type="checkbox"/> Subdivision	<input type="checkbox"/> Other

2. Official Community Plan Designation: Downtown Core

Does the proposed development meet OCP requirements? yes no
 If no, OCP amendment is required.

3. Zoning By-Law Designation: C1: Core Commercial

Does the proposed development meet ZBL requirements? yes no legally non-conforming status
 If no, ZBL amendment is required.

4. Heritage Management Plan Designation: Downtown transitional

Does the proposed development require HAC review? yes no Not for subdivision of non-inventory listed structure.
 If yes, fill out Heritage Assessment form.

5. Zone Specific Regulations:

Provision	Permitted	Proposed	Compliant	Variance Required
Permitted Use	multi-unit residential (3+)	duplex	Y <input checked="" type="radio"/> N	No, legally non-conforming status.
Minimum Parcel Size	464.5 m ²		Y/N	
Maximum Parcel Size	—		Y/N	
Minimum Parcel Width	—		Y/N	
Minimum Setback (Front)	0	14.24 m	<input checked="" type="radio"/> Y/N	
Minimum Setback (Side)	0	5.32 m	<input checked="" type="radio"/> Y/N	
Minimum Setback (Side)	0	4.43 m	<input checked="" type="radio"/> Y/N	
Minimum Setback (Rear)	1.52 m	11.15 m	<input checked="" type="radio"/> Y/N	



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0

PH: (867) 993-7400, FAX: (867) 993-7434

Minimum Floor Area	23.8 m ²	233.65 m ²	Y/N	
Maximum Height (Principal)	no elevation plan required		Y/N	
Maximum Height (Accessory)	—		Y/N	
Maximum Parcel Coverage	—		Y/N	
Maximum Floor Area Ratio (FAR)	3	0.25	Y/N	
Minimum Off-Street Parking Spaces <i>res. use</i>	2	2	Y/N	
Minimum Setback (Between Principal and Accessory)	0	—	Y/N	
Zone Specific: _____			Y/N	
Zone Specific: _____			Y/N	

6. Notes:



The City of Dawson

P.O Box 308, Dawson City, Yukon Y0B 1G0

PH: (867) 993-7400, Fax: (867) 993-7434

NOTICE OF PUBLIC HEARING: SUBDIVISION APPLICATION

Subdivision Application: #20-045

Subject Property: Lots 9 & 10 Block U Ladue Estate

Date: 25th August 2020

Time: 7:00pm

Location: City Hall

Listen to Public Hearing: Radio CFYT 106.9 FM or cable channel #11



As per the *Municipal Act*, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application.

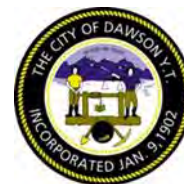
Therefore, the City of Dawson is now requesting input from the public regarding the consolidation of Lots 9 & 10 Block U Ladue Estate into one lot.

For more information, to view the application details, or to provide your input prior to the public meeting, please contact the Community Development Officer or Planning Assistant using the following contact information:

Stephanie Pawluk
Community Development Officer
Box 308, Dawson City YT Y0B1G0
cdo@cityofdawson.ca
867-993-7400 ext. 414

Charlotte Luscombe
Planning Assistant
Box 308, Dawson City YT Y0B1G0
planningassist@cityofdawson.ca
867-993-7400 ext. 438

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Lot 15 Dredge Pond Subdivision Application (#20-046)	
PREPARED BY:	Charlotte Luscombe, Planning Assistant	ATTACHMENTS: 1. Application & Supporting Documentation
DATE:	August 7, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw Heritage Bylaw		

RECOMMENDATION

It is respectfully recommended that Council grant subdivision authority to subdivide Lot 15, Dredge Pond Subdivision, as per Subdivision Application #20-046, subject to the following conditions:

- 1.1. The application successfully passes through a public hearing.
- 1.2. The applicant submit a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
- 1.3. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
- 1.4. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

ISSUE

Subdivision Application #20-046 was received May 14, 2020; the applicant is requesting to subdivide their residential lot into two lots. Each lot will be 0.4005ha. The application was completed July 14, 2020 and as required by the Municipal Act, a decision must be made by October 12, 2020. The public hearing is scheduled for August 25, 2020.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Comments

Department heads have been asked to comment on this application for the purposes of assessing operational requirements such as access, lot grading, and slope stability, and at the time of writing this report, no comments have yet been received.

The application was also circulated to every property owner within a 1km radius of this property, inviting comments and questions. No comments in opposition to this application were received at the time of writing this report. The public hearing is scheduled for 25 August 2020 at the Committee of the Whole.

Subdivision Bylaw

Subdivision Control Bylaw S3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The

Analysis/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Municipal Act

The Municipal Act S. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. There are currently two existing highway access points from Eureka Drive on to the property; construction of new access will therefore not be required. Access points are highlighted in blue on Figure 1.

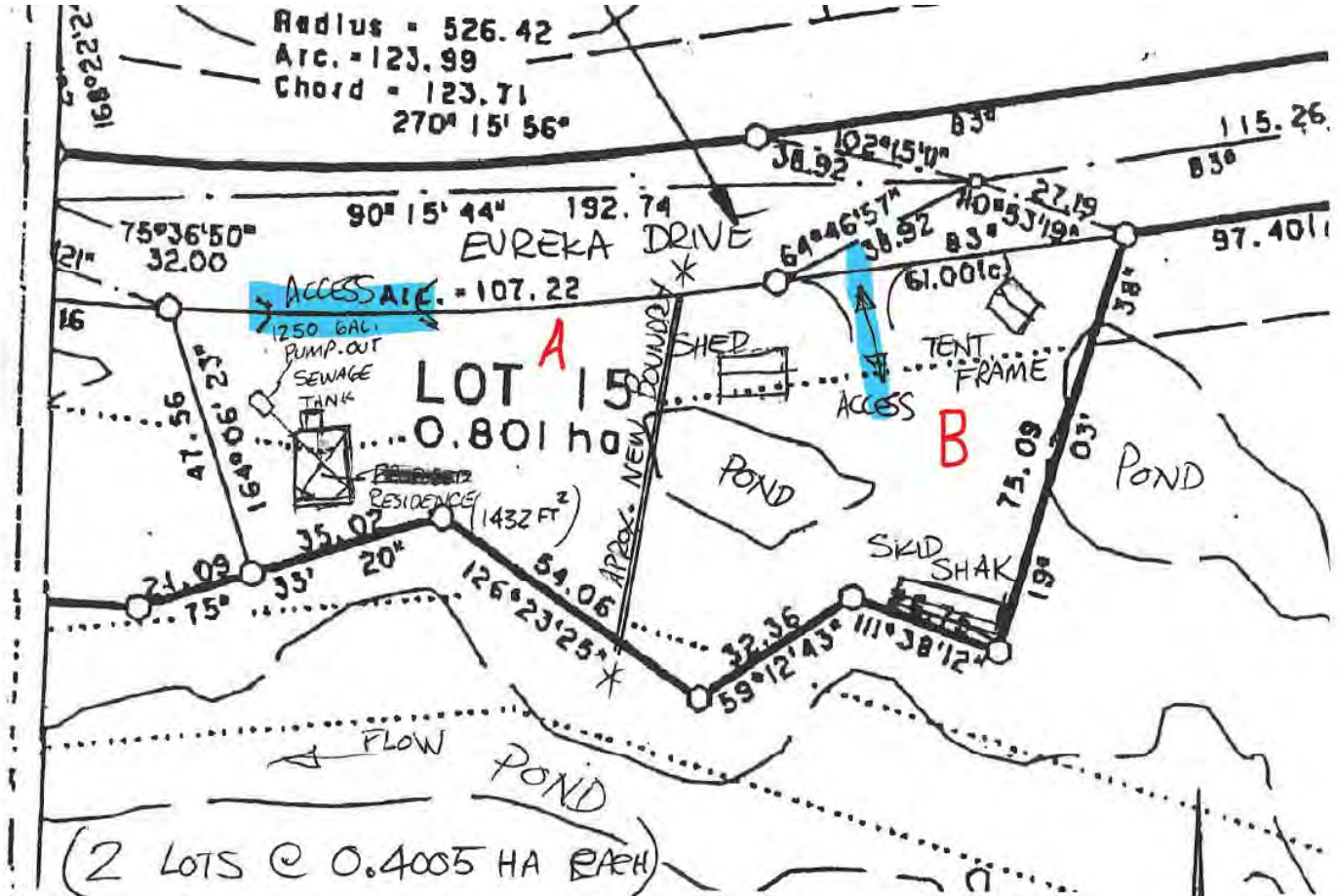


Figure 1: Proposed lot configuration, including access points for parcel A and B.

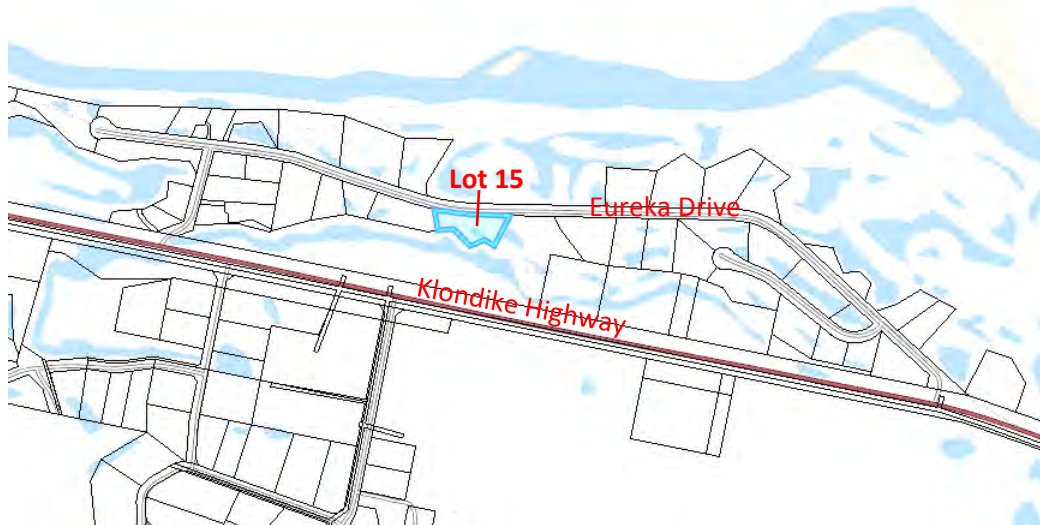


Figure 2: Context map showing location of current lot under consideration.

Official Community Plan

The existing titled property is currently designated as CR – Country Residential. Uses associated with this designation primarily include low-density residential uses that do not rely on being connected to municipal water and sewer. Therefore, the subdivided lot would be required to retain the same designation. Any new use or development on the proposed lots would be required to conform to the OCP designation.

Zoning Bylaw

The subject property is currently designated as Country Residential (R3). The Zoning Bylaw is intended to implement the goals of the OCP. Therefore, the R3 designation is intended to permit low-density single detached housing in a rural setting.

The applicant has confirmed that the existing structures on the property to remain on Parcel A are the main residence and the shed from Parcel B will be moved on to Parcel A. The tent frame is temporary and will be removed, and the skid shed has already been removed (1st July 2020). Based on this information, a zoning assessment was undertaken for Parcel A which found that the existing development is in compliance. Any future development or new use on Parcel A and Parcel B will have to adhere to zoning bylaw requirements when future applications are made, including the shed move.

Heritage Bylaw

As the property is located in the Bowl Character Area, a Heritage Assessment and review by the Heritage Advisory Committee is not required.


OPTIONS

1. Council grant subdivision authority to subdivide Lot 15, Dredge Pond Subdivision, as per Subdivision Application #20-046, subject to the following conditions:
 - 1.1. The application successfully passes through a public hearing.
 - 1.2. The applicant submit a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
 - 1.3. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 1.4. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
2. Council accept this report as information and forward the decision to the September 1, 2020 Council meeting, after the Public Hearing takes place.

APPROVAL

NAME:	Stephanie Pawluk	SIGNATURE:	
DATE:	August 6, 2020		

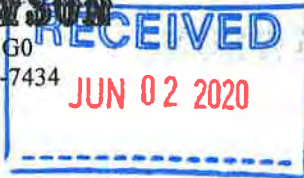
APPROVAL

NAME:	Cory Bellmore	SIGNATURE:	
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THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca



OFFICE USE ONLY	
APPLICATION FEE:	\$ 250 + GST
DATE PAID:	June 1/20
RECEIPT #:	35470
PERMIT #:	20-046

SUBDIVISION APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT



Subdivision



Consolidation



Boundary Adjustment

CIVIC ADDRESS: #105 EUREKA DRIVE VALUE OF DEVELOPMENT: (SURVEY) \$4000^{xx}
 LEGAL DESCRIPTION: LOT(S) 15 BLOCK ESTATE DREDGE POND SUBD. PLAN# 99-D199

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the number of proposed lots and their sizes.

SEEKING TO SUBDIVIDE LOT #15 INTO 2
 LOTS OF EQUAL SIZE = .04005 HA, EACH

APPLICANT INFORMATION

APPLICANT NAME(S): MICHAEL GLYNN
 MAILING ADDRESS: BOX 360 DAWSON CITY POSTAL CODE: Y0B 1G0
 EMAIL: SIDEHILLMIKE@YAHOO.CA PHONE #: 867 689 9300

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): SAME AS ABOVE
 MAILING ADDRESS: POSTAL CODE:
 EMAIL: PHONE #:

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

FURTHER INFORMATION

ACCESS: Does the proposed development require additional access to any public road or highway? If yes, please name the road and describe the location of the proposed access.

NO NEW ACCESS/DRIVEWAYS REQUIRED. EXSISTING DRIVEWAYS (2)
 WILL PROVIDE ONE ACCESS TO EUREKA DRIVE FROM EACH
 NEW LOT.



THE CITY OF DAWSON

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OFFICE USE ONLY	
PERMIT #:	20-046

WATER: Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? If yes, please name the body of water and describe the feature.

KLONDIKE RIVER; SOUTH BOUNDARY OF PROPERTY IS DREDGE POND WITH FLOW FROM QUIGLEY CREEK + GROUND WATER INFLUENCED BY THE KLONDIKE RIVER'S FLOW. ONE SMALL DREDGE POND CONTAINED WITHIN THE PROPERTY.

TOPOGRAPHY: Describe the nature of the topography of the land (flat, rolling, steep, mixed), the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc. & sloughs, creeks, etc.), and the kind of soil on the land (sandy, loam, clay, etc.).

DREDGE PONDS AND WASHED, STACKED ROCK TAILINGS. NE CORNER OF LOT HAS SECOND GROWTH OF WILLOW, ALDER, BIRCH, POPLAR AND RAPE SPRUCE IN ORGANIC SOILS. SOME BIRCH GROWING ELSEWHERE ON PROPERTY.

EXISTING BUILDINGS: Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved:

1432 SQ FT SINGLE STOREY RESIDENCE, 12'x14' TENT FRAME, 12'x16' SHED. 8'x16' GREEN HOUSE, AND 12'x32' SKID SHACK WHICH WILL BE REMOVED FROM THE PROPERTY BY JULY 01, 2020.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

MAY 28 2020
DATE SIGNED

Mital Gira
SIGNATURE OF APPLICANT(S)

MAY 28 2020
DATE SIGNED

Mital Gira
SIGNATURE OF OWNER(S)



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY	
PERMIT #:	20-046

COMPLETE APPLICATION SUBMISSION REQUIREMENTS

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- Site Plan that includes:
 - a north arrow and scale
 - property lines shown and labelled as per the most recent legal survey
 - dimensions and areas of all proposed lots
 - all easements and rights of way shown and labelled
 - the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - the topography and other physical features of the subject land
 - the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the proposed property lines
 - the location of retaining walls and fences (existing and proposed)
 - the location, dimensions, and number of onsite parking areas
 - ~~the location of loading facilities~~
 - the date of the plan
- Certificate of Title (if owner does not match Assessment Roll)
- Stormwater management plan
- Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) 15 BLOCK _____ ESTATE Dredge Pond Subdivisio PLAN# 99-D199

ZONING: R3: Country Residential DATE COMPLETE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: Subdivision

APPLICANT NAME(S): MICHAEL GLYNN

OWNER NAME(S): MICHAEL GLYNN

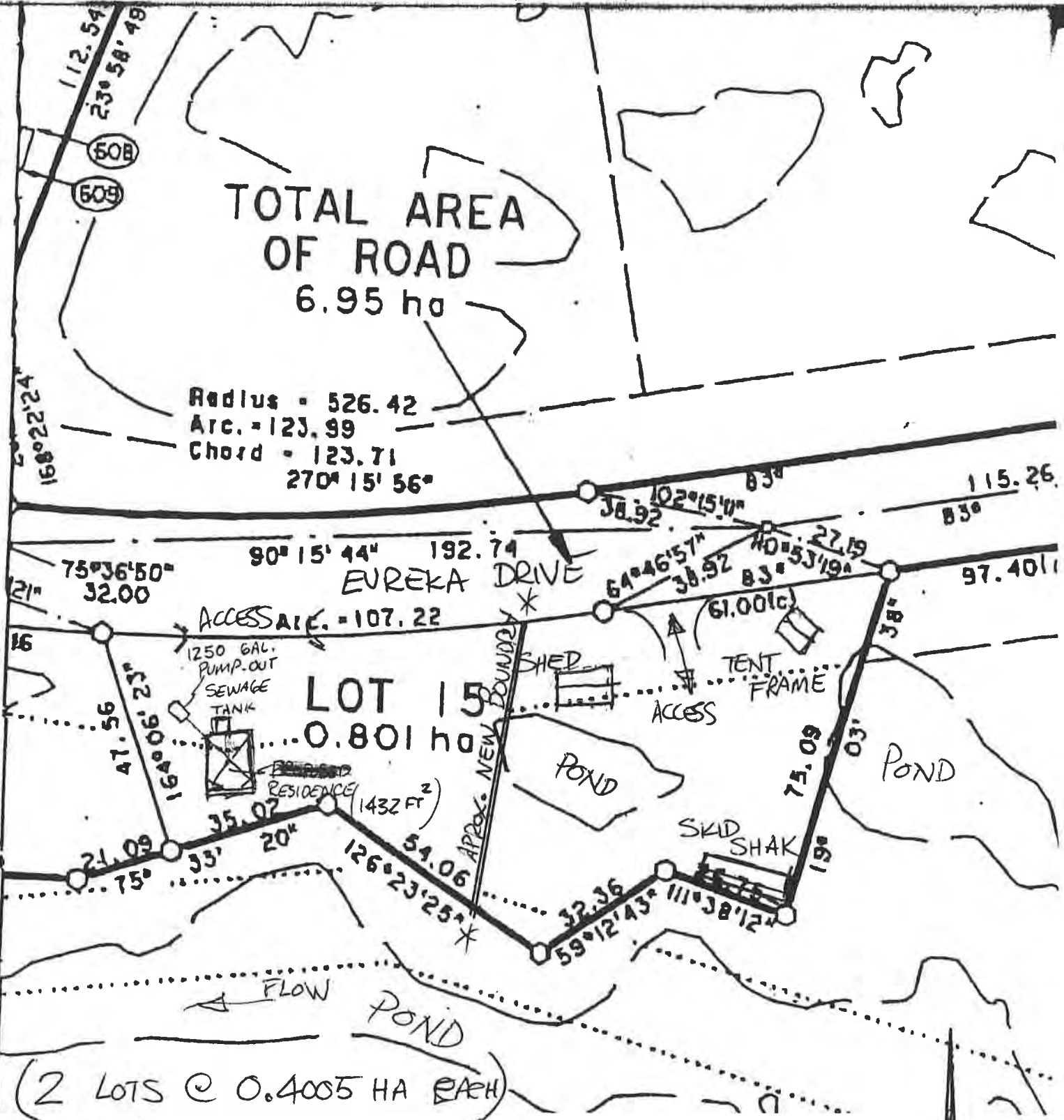
- APPLICATION REJECTED
- APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ SIGNATURE: _____

TOTAL AREA
OF ROAD
6.95 ha

Radius = 526.42
Arc = 123.99
Chord = 123.71
270° 15' 56"



(2 LOTS @ 0.4005 HA EACH)

LOT #15 DREDGE POND SUBDIVISION
TO ACCOMPANY "APPLICATION TO SUBDIVIDE"

MICHAEL GLYNN
MAY 28 2020

Box #360 DAWSON CITY
867.689.9300



APPROXIMATE SCALE
1cm = 10m

TOTAL AREA
OF ROAD
6.95 ha

Radius = 526.42
Arc = 123.99
Chord = 123.71
270° 15' 56"

ARC = 107.22

LOT 15
0.801 ha

1250 GAL. PUMP-OUT SEWAGE TANK
RESIDENCE (1432 FT²)
36' x 38'

12x14 ENT FRAME
12x16 SHED

TO ACCOMPANY
APPLICATION #20 = 046
DREDGE POND SUB.
BLDG/PROPERTY LINE SET BACKS.
M. GLYNN APPLICATION TO SUBDIVIDE



= PARKING AREAS

"STORM WATER MANAGEMENT"?
PROPERTY IS WASHED + STARKED DREDGE TAILINGS.
ONLY SOILS ARE IMPACTED WHITE CHANNEL GRACES. ALL RAIN + SEASONAL THAW RUN-OFF DO NOT FLOW ON SURFACE. ALL MOISTURE PROPS VERTICALLY INTO THE H₂O TABLE.

JULY 2020
367.689.9300



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0
 PH: (867) 993-7400, FAX: (867) 993-7434

Zoning Assessment

File Number: 20-046

Date: June 16, 2020

Zone: R3: Country Residential

Assessment Completed By: _____

1. Application Type

<input type="checkbox"/> OCP Amendment	<input type="checkbox"/> Variance
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Development
<input checked="" type="checkbox"/> Subdivision	<input type="checkbox"/> Other

2. Official Community Plan Designation: CR: Country Residential

Does the proposed development meet OCP requirements? __ yes __ no

If no, OCP amendment is required.

3. Zoning By-Law Designation: R3: Country Residential

Does the proposed development meet ZBL requirements? __ yes __ no

If no, ZBL amendment is required.

4. Heritage Management Plan Designation: Klondike River Character Area

Does the proposed development require HAC review? __ yes __ no

If yes, fill out Heritage Assessment form.

5. Zone Specific Regulations:

Provision	Permitted	Proposed	Compliant	Variance Required
Permitted Use	<u>Single detached residential</u>		Y/N	
Minimum Parcel Size	<u>0.4 ha</u>	<u>0.4005 ha</u>	<input checked="" type="radio"/> Y/N	
Maximum Parcel Size	<u>1.62 ha</u>	<u>0.4005 ha</u>	<input checked="" type="radio"/> Y/N	
Minimum Parcel Width	<u>/</u>		Y/N	
Minimum Setback (Front)	<u>15 ft / 3.05</u>	<u>16.6m</u>	<input checked="" type="radio"/> Y/N	
Minimum Setback (Side)	<u>15 ft 3.05</u>	<u>Normanded but will be > 3.05 in new boundary</u>	<input checked="" type="radio"/> Y/N	
Minimum Setback (Side)	<u>15 ft 3.05</u>	<u>14 m</u>	<input checked="" type="radio"/> Y/N	
Minimum Setback (Rear)	<u>15 ft 3.05</u>	<u>8.4m</u>	<input checked="" type="radio"/> Y/N	



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Minimum Floor Area	900 ft ² (83.61 m ²)	1432 ft ²	Y/N	
Maximum Height (Principal)	35 Ft	Single storey	Y/N	
Maximum Height (Accessory)			Y/N	
Maximum Parcel Coverage	/	/	Y/N	
Maximum Floor Area Ratio (FAR)	/	/	Y/N	
Minimum Off-Street Parking Spaces ^①	1	8 / 10	Y/N	
Minimum Setback (Between Principal and Accessory)	15 ft	/	Y/N	Shed not yet in position
Zone Specific:			Y/N	
Zone Specific: _____			Y/N	

6. Notes:

① 8 parking spaces Parcel A, 10 in Parcel B

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

AGENDA ITEM:	Lot 44 Dome Road Subdivision Application (20-038)	
PREPARED BY:	Charlotte Luscombe, Planning Assistant	ATTACHMENTS: 1. Application & Supporting Documentation
DATE:	August 7, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw Heritage Bylaw	

RECOMMENDATION

It is respectfully recommended that Council grant subdivision authority to subdivide Lot 44, Dome Road Subdivision, as per Subdivision Application #20-038, subject to the following conditions:

- 1.1. The application successfully passes through a public hearing.
- 1.2. The applicant submit a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
- 1.3. The applicant submit an access plan to the satisfaction of the CDO and Public Works Manager
- 1.4. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
- 1.5. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

ISSUE / PURPOSE

Subdivision Application 20-038 was received May 14 2020; the applicant is requesting to subdivide their residential lot into two lots. The application was completed July 27, 2020 and as required by the Municipal Act, a decision must be made by October 24, 2020. The public hearing is scheduled for August 25, 2020.

ANALYSIS / DISCUSSION

Comments

Department heads were asked to comment on this application for purposes of assessing operational requirements such as access, lot grading, and slope stability, and at the time of writing this report, one query has been raised by the Bylaw Officer asking whether the existing cabin on parcel B has its own sewage disposal system, or if not, pit privy approval. The applicant has clarified that this structure is an unserviced storage shed and therefore does not need to be connected to septic or require privy approval.

The application was also circulated to every property owner within a 1km radius of this property, inviting comments and questions. No comments in opposition to this application were received at the time of writing this report. The public hearing is scheduled for August 25, 2020 at the Committee of the Whole.

Subdivision Bylaw

Subdivision Control Bylaw S3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the OCP, the ZBL, and the Subdivision Control Bylaw. The Analysis/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Municipal Act

The Municipal Act S. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. The applicant's proposal creates direct access to the nameless road off of Mary McLeod Road (see Figure 1 and 2 for context) for Parcel A. Parcel B already has existing access and therefore does not require any new access – see Figure 1.

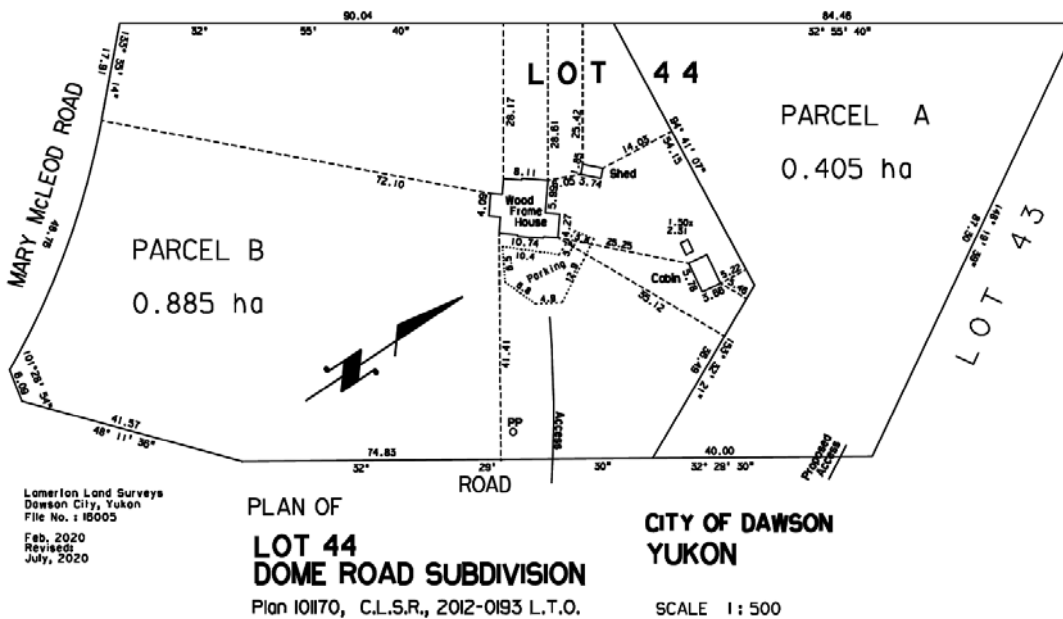


Figure 1: Proposed lot configuration, including access points.



Figure 2: Context map showing location of current lot under consideration.

Official Community Plan

The existing titled property is currently designated as CR – Country Residential. Uses associated with this designation primarily include low-density residential uses that do not rely on being connected to municipal water and sewer. Therefore, the subdivided lot would be required to retain the same designation. Any new use or development on the proposed lots would be required to conform to the OCP designation.

Zoning Bylaw

The subject property is currently designated as Country Residential (R3). The Zoning Bylaw is intended to implement the goals of the OCP. Therefore, the R3 designation is intended to permit low-density single detached housing in a rural setting. As the structures on Lot A are single detached dwellings and accessory structures, the use of the land is compatible with the permitted use of the land.

A zoning assessment has been completed for Parcel B which has three existing structures. The zoning assessment found no issue with current development; any future development or new use on Parcel A and Parcel B will have to adhere to zoning bylaw requirements when future applications are made. Both parcels meet the minimum parcel size requirement of 0.4 ha.

Heritage Bylaw

As the property is located in the Bowl Character Area, a Heritage Assessment and review by the Heritage Advisory Committee is not required.


OPTIONS

1. Council grant subdivision authority to subdivide Lot 44, Dome Road Subdivision, as per Subdivision Application #20-038, subject to the following conditions:
 - 1.1. The application successfully passes through a public hearing.
 - 1.2. The applicant submit a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
 - 1.3. The applicant submit an access plan to the satisfaction of the CDO and Public Works Manager
 - 1.4. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 1.5. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
2. Council accept this report as information and forward the decision to the September 1, 2020 Council meeting, after the Public Hearing takes place.

APPROVAL

NAME:	Stephanie Pawluk	SIGNATURE:	
DATE:	August 6, 2020		

APPROVAL

NAME:	Cory Bellmore	SIGNATURE:	
DATE:	August 7, 2020		



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\$ 250 + GST

OFFICE USE ONLY	
APPLICATION FEE:	\$105.00 + GST
DATE PAID:	May 14, 2020
RECEIPT #:	35367
PERMIT #:	20-038

SUBDIVISION APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

Subdivision

Consolidation

Boundary Adjustment

CIVIC ADDRESS: 2 Hillside Crescent VALUE OF DEVELOPMENT: 4000\$

LEGAL DESCRIPTION: LOT(S) 44 BLOCK _____ ESTATE Dove Road Sub. PLAN# 10170

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the number of proposed lots and their sizes.

WE WISH TO SUBDIVIDE A 1 acre lot North of our house. PARCEL A DESCRIBED IN THE SITE PLAN. Ignore PARCEL C in the STORM WATER MANAGEMENT PLAN.

APPLICANT INFORMATION

APPLICANT NAME(S): Katrina Dikes / Erik Vadboncoeur -Enderstev

MAILING ADDRESS: P O Box # 553 POSTAL CODE: Y0B1G0

EMAIL: klandikekatina@gmail.com / erik.enderstev@gmail.com PHONE #: 867-993-3837

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): //

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

FURTHER INFORMATION

ACCESS: Does the proposed development require additional access to any public road or highway? If yes, please name the road and describe the location of the proposed access.

N/A, Road is ACCESSIBLE



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PERMIT #:	20-038

WATER: Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? If yes, please name the body of water and describe the feature.

The proposed lot is on the dome, near the Klondike River and the Yukon River

TOPOGRAPHY: Describe the nature of the topography of the land (flat, rolling, steep, mixed), the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc. & sloughs, creeks, etc.), and the kind of soil on the land (sandy, loam, clay, etc.).

The topography is fairly consistent (moderately steep 15-20%)
MANY TREES OF ALL VARIETY. Soil is mossy, gravelly, some silt, traces of clay and sand.

EXISTING BUILDINGS: Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved:

NONE present

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 12-27 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the Information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

MAY 6th, 2020
DATE SIGNED

MAY 6th, 2020
DATE SIGNED

SIGNATURE OF APPLICANT(S)
[Signature]
SIGNATURE OF OWNER(S)



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OFFICE USE ONLY	
PERMIT #:	20-038

COMPLETE APPLICATION SUBMISSION REQUIREMENTS

As per the Municipal Act s. 320(1), a subdivision will be granted, granted with conditions, or refused within 90 days of receipt of a complete application. An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.

Application Form (completed in full)

Application Fee as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw

Site Plan that includes:

- a north arrow and scale
- property lines shown and labelled as per the most recent legal survey
- dimensions and areas of all proposed lots
- all easements and rights of way shown and labelled
- the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
- the topography and other physical features of the subject land
- the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the proposed property lines
- the location of retaining walls and fences (existing and proposed)
- the location, dimensions, and number of onsite parking areas
- the location of loading facilities
- the date of the plan

~~Certificate of Title (if owner does not match Assessment Roll)~~

Stormwater management plan

Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

ZONING: _____ DATE COMPLETE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

APPLICATION REJECTED

APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ SIGNATURE: _____



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OFFICE USE ONLY

PERMIT #:

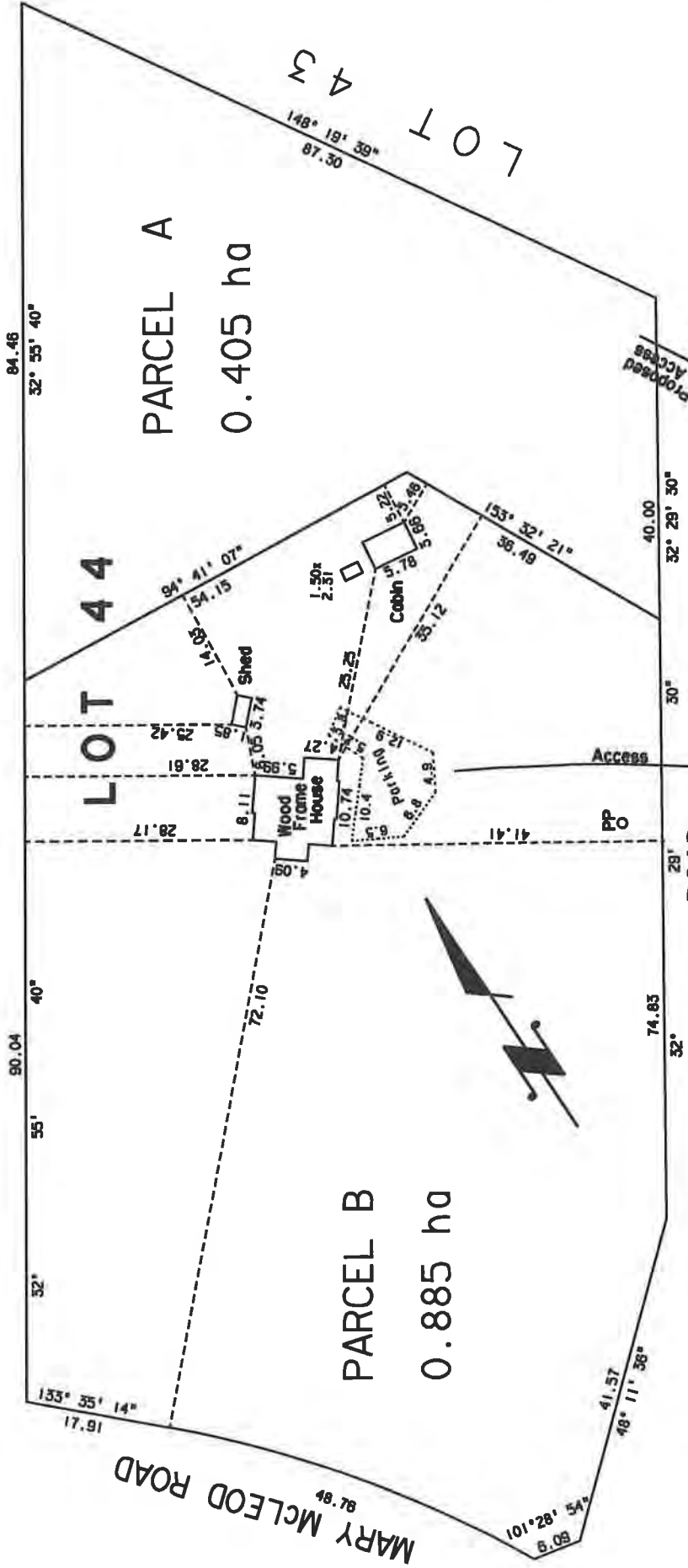
20-038

INSTRUCTIONS AND GUIDELINES

IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM. THESE GUIDELINES ARE FOR REFERENCE ONLY. IN THE EVENT OF A DISCREPANCY WITH THE ZONING BYLAW OR OTHER BYLAWS/LEGISLATION, THE BYLAW/LEGISLATION PREVAILS.

1. Council shall not approve any application for the subdivision of any land within any zone or on any site where the parcels do not meet the minimum requirements prescribed for that zone.
2. At the sole discretion of Council, parcels with a pre-existing legally non-conforming use or structure may be subdivided so long as the subdivision does not increase the legally non-conforming nature of the use or structure.
3. Spot land applications and parcel enlargements can be approved at the sole discretion of Council and will not be approved by Council unless the application conforms to the long-term plan for those lands, as described in the OCP or other applicable approved plans.
4. Notwithstanding the above, Council may approve an application for the subdivision of any land within the historic townsite into lots that do not meet the minimum site area requirements prescribed for the underlying zoning district as a heritage conservation incentive, provided:
 - a. that subdivision is in keeping with the heritage integrity of the community; and
 - b. the development proposed for those lots meets the heritage management policies and guidelines of the OCP and the Zoning Bylaw
5. Prior to final approval, Council shall hold a public hearing to hear and consider all submissions respecting the proposed subdivision. The public hearing shall be held no earlier than seven days after the last date of publication of the notice.
6. The notice must be circulated, in a method approved by Council, once a week for two successive weeks.
 - a. Methods of notice circulation may include posting on the City website, in local newspapers, and/or on the City and Post Office Bulletin Boards, as well as sending written notification.
 - b. The notice shall:
 - i. describe the area affected by the proposed subdivision
 - ii. state the date, time, and place for the public hearing respecting the proposed subdivision
 - iii. include a statement of the reasons for the subdivision and an explanation of it
7. Written notification letters shall be mailed prior to the public hearing to all properties within the following radii of the subject property:
 - a. 100 m (328.1 ft.) for properties within the historic townsite
 - b. 1 km (3,280.1 ft.) for properties outside the historic townsite
8. A notification sign shall be placed on the subject property for a minimum of seven days.
 - a. The sign shall state the details of the subdivision and the date, time, and place of the public hearing, as well as the City's contact information.
 - b. The sign shall be provided by the City and shall be returned to the City on the day following the public hearing.
 - c. Signs not returned will be subject to an advertising fee equal to the replacement of the sign materials.
9. Every applicant who applies for subdivision of land shall provide to each lot created by the subdivision direct access to a highway satisfactory to the approving authority.
10. On receipt of a completed application for subdivision, Council will, within 90 days, approve it, refuse it, or approve it with conditions. Approval of an application shall be valid for a period of 12 months and may be subject to renewal for one more period of 12 months at the discretion of Council.
11. If Council refuses an application for subdivision, no subsequent unaltered application for approval of a proposed subdivision of land that provides for the same use of the land shall be made by the same or another person within six months of the date of the refusal.
12. If an application for a proposed subdivision of land is approved with or without conditions the applicant shall:
 - a. submit to the CDO a plan of subdivision or an instrument drawn in conformity with the approval; and
 - b. on approval of the subdivision plan, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
13. If approval of an application for subdivision is refused, the applicant may, within 30 days after the date on which the notice was mailed to the applicant, appeal in writing to the Yukon Municipal Board.

RECEIVED JUL 27 2020

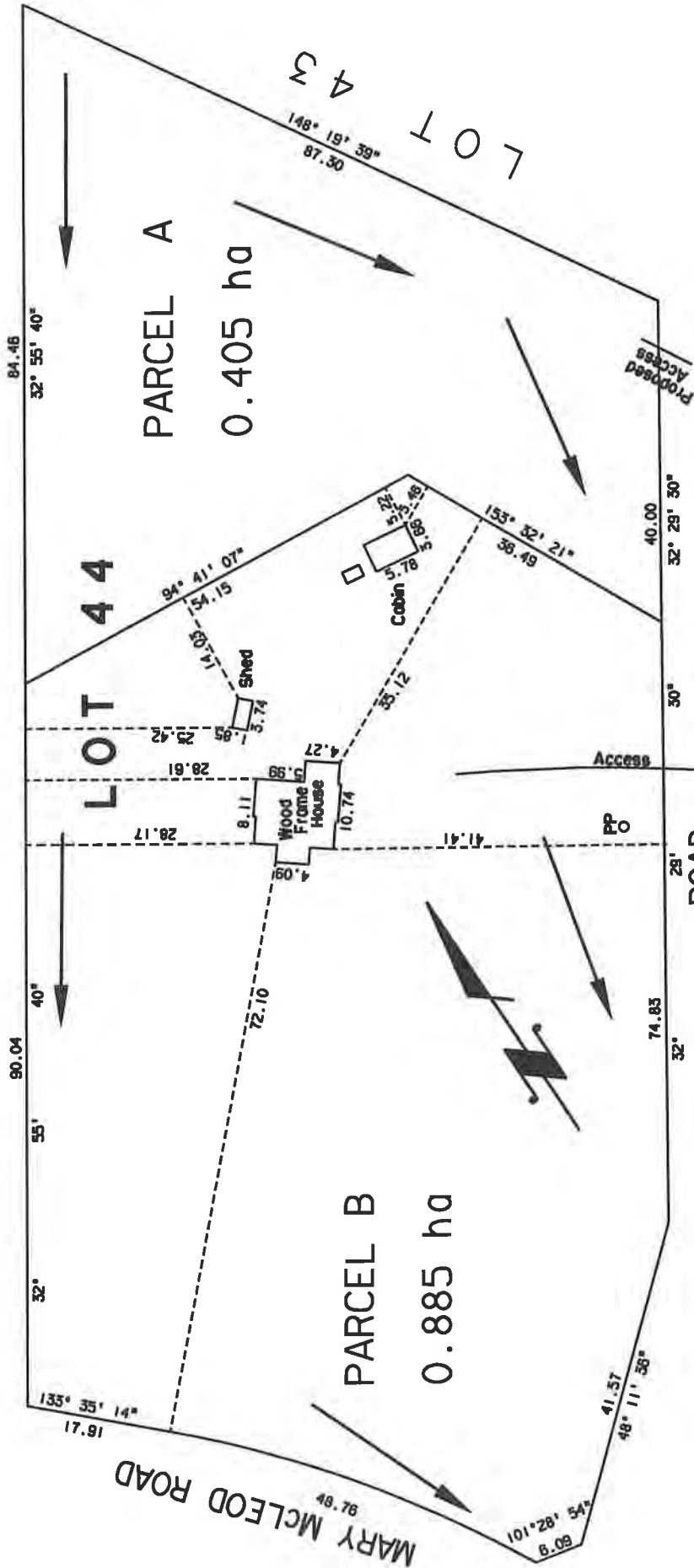


Lamerton Land Surveys
 Dawson City, Yukon
 File No. : 16005
 Feb. 2020
 Revised:
 July, 2020

PLAN OF
LOT 44
DOME ROAD SUBDIVISION
 Plan 101170, C.L.S.R., 2012-0193 L.T.O.

CITY OF DAWSON
YUKON

SCALE 1 : 500



Lamerton Land Surveys
 Dawson City, Yukon
 File No. : 16005
 Feb. 2020
 Revised
 July, 2020

PLAN OF Water Management
 ROAD

**LOT 44
 DOME ROAD SUBDIVISION**

Plan 101170, C.L.S.R., 2012-0193 L.T.O.

**CITY OF DAWSON
 YUKON**

SCALE 1 : 500



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0
 PH: (867) 993-7400, FAX: (867) 993-7434

Zoning Assessment

File Number: 20-038

Date: June 17, 2020

Zone: R3: Country Residential

Assessment Completed By: SPawlik

1. Application Type

<input type="checkbox"/> OCP Amendment	<input type="checkbox"/> Variance
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Development
<input checked="" type="checkbox"/> Subdivision	<input type="checkbox"/> Other

2. Official Community Plan Designation: CR: Country Residential

Does the proposed development meet OCP requirements? yes no
 If no, OCP amendment is required.

3. Zoning By-Law Designation: R3: Country Residential

Does the proposed development meet ZBL requirements? yes no
 If no, ZBL amendment is required.

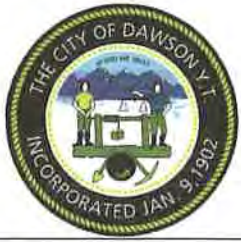
4. Heritage Management Plan Designation: Bowl Character Area

Does the proposed development require HAC review? yes no
 If yes, fill out Heritage Assessment form.

5. Zone Specific Regulations:

Provision	Permitted	Proposed	Compliant	Variance Required
Permitted Use	<u>single detached</u>		<input checked="" type="radio"/> Y / <input type="radio"/> N	
Minimum Parcel Size	<u>0.40 ha</u>	<u>0.405^{parcel A} ha</u>	<input checked="" type="radio"/> Y / <input type="radio"/> N	
Maximum Parcel Size	<u>1.62 ha</u>	<u>0.885^{parcel B} ha</u>	<input checked="" type="radio"/> Y / <input type="radio"/> N	
Minimum Parcel Width	<u>/</u>	<u>/</u>	Y / N	
Minimum Setback (Front)	<u>15 ft</u>	<u>13.5 ft</u>	<input checked="" type="radio"/> Y / <input type="radio"/> N	
Minimum Setback (Side)	<u>15 ft</u>	<u>237 ft</u>	<input checked="" type="radio"/> Y / <input type="radio"/> N	
Minimum Setback (Side)	<u>15 ft</u>	<u>115 ft</u>	<input checked="" type="radio"/> Y / <input type="radio"/> N	
Minimum Setback (Rear)	<u>15 ft</u>	<u>92 ft</u>	<input checked="" type="radio"/> Y / <input type="radio"/> N	

existing building on parcel B



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existing house on parcel B

Minimum Floor Area	900ft ²	1600ft ²	<input checked="" type="radio"/> Y / N	
Maximum Height (Principal)	35 ft	29' 7"	<input checked="" type="radio"/> Y / N	
Maximum Height (Accessory)	20 ft		Y / N	
Maximum Parcel Coverage	/	—	Y / N	
Maximum Floor Area Ratio (FAR)	/	—	Y / N	
Minimum Off-Street Parking Spaces	1	> 1	Y / N	
Minimum Setback (Between Principal and Accessory)	15 ft.	83ft	<input checked="" type="radio"/> Y / N	
Zone Specific: _____			Y / N	
Zone Specific: _____			Y / N	

6. Notes:



The City of Dawson

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PH: (867) 993-7400, FAX: (867) 993-7434

NOTICE OF PUBLIC HEARING: SUBDIVISION APPLICATION 20-038

Subject Property: Lot 44 Dome Road Subdivision

Date: 25th August

Time: 7:00pm

Location:

Listen to Public Hearing: Radio CFYT 106.9 FM or cable channel #11



As per the *Municipal Act*, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application.

Therefore, the City of Dawson is now requesting input from the public regarding dividing Lot 44 Dome Road Subdivision into two lots.

For more information, to view the application details, or to provide your input prior to the public meeting, please contact the Community Development Officer or Planning Assistant using the following contact information:

Stephanie Pawluk
Community Development Officer
Box 308, Dawson City YT Y0B1G0
cdo@cityofdawson.ca
867-993-7400 ext. 414

Charlotte Luscombe
Planning Assistant
Box 308, Dawson City YT Y0B1G0
pda@cityofdawson.ca
867-993-7400 ext. 438

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

AGENDA ITEM:	Draft Engagement Plan, Planning Study for Lots 1 to 20, Block Q, Ladue	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: Draft engagement plan
DATE:	August 7, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION:	N/A	

RECOMMENDATION

That Council approve the Draft Engagement Plan, Planning Study for Lots 1 to 20, Block Q, Ladue, subject to the inclusion of a Council pre-engagement session in the engagement plan.

ISSUE / PURPOSE

Council awarded a contract with Stantec/Vector Research for the purpose of completing a Planning Study. A deliverable of this project is an Engagement Plan which outlines how engagement for this project will be conducted.

BACKGROUND SUMMARY

The objective of the planning study for this area is as follows:

A Planning Study for Lots 1 to 20, Block Q, Ladue Estate, that takes into consideration both economic and social factors, including opportunity costs, that will assist in the determination of the highest and best use for the subject land and make recommendations on how to move forward.

Three development options are currently being considered at this location. The options presently considered are as follows, and in no particular order:

- Residential development
- Recreation centre
- Campground

ANALYSIS / DISCUSSION


Administration solicited feedback from Council on potential stakeholders and engagement activities not captured in the Engagement Plan at the August 4th, 2020 Committee of the Whole meeting. The following notes were provided to the consultant, along with specific copy edits that Administration provided the consultant:

1. Going forward, in all communications, please change 'public' to either 'Dawson City residents' or 'Dawson City residents and public' where sensible. Council feels that it is important to distinguish Dawson residents from the general public.

2. Going forward, in all communications, please remove the word 'existing' from 'existing campgrounds' and remove 'new' from 'new recreation facility'. This is for the purpose of maintaining neutrality.
3. Please explain in more detail the difference between the primary and secondary engagement level.
4. Please confirm that the ability to take the survey will be available to anyone who wishes to complete it, and that both primary and secondary level stakeholders will be invited to complete the survey.
5. Please consider and comment on the conflicting nature of the private campgrounds listed as stakeholders. Council noted their concern about engagement with 'competitors' to the campground.
6. Council asked if there is an existing seniors group in town to add to the stakeholders list under 'recreation facility'. Stephanie checked with the Recreation Department, and currently, there is no formal group. Dianne Bomgardner used to organize a group out of the Legion, but has since passed away and the group has dissolved.
7. Council noted that prior to engagement commencing, there needs to be more information sharing. There is a concern about the public's lack of knowledge about the site and the context. In other words, the 'facts' need to be shared effectively prior to engagement in order to yield more constructive feedback.
8. For the public information session, a different venue should be used as the anticipated number of people interested in attending is too high for Council Chambers to accommodate with social distancing.
9. Please incorporate Council into the engagement process with a more active role. Council felt that they were not included anywhere in the engagement activities.
10. Will Council have an opportunity to review the 'products' (eg. Video, survey) prior to their release?

The attached engagement plan was edited by the consultant according to this feedback, as well as the specific copy edits that Administration provided the consultant.

Administration has proposed to the consultant, the inclusion of a Council pre-engagement session in the engagement plan for the purpose of more appropriately including Council in the project. In this session, the engagement products would be presented to Council by the consultants and Council would have an opportunity to provide feedback to the consultants.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	August 8, 2020	

To:	Kyle Humphreys	From:	Lesley Cabott Lesley.cabott@stantec.com
	Colliers Project Leaders		Stantec Consulting 867 335 2515
File:	Dawson City Planning Study for Ladue Estate	Date:	August 7, 2020

Reference: **DRAFT Engagement Plan**

PURPOSE OF ENGAGEMENT

- Educate stakeholders and Dawson City residents about the purpose of the project.
- Gather input, both advice and opinions, from a cross-section of the community.
- Identify local priorities as they relate to each of the three uses being considered.

DESIRED OUTCOMES

- Dawson City residents, Tr'ondëk Hwëch'in, business owners, and other stakeholders understand what the purpose of the project is and Council's decision-making process.
- Dawson City residents, Tr'ondëk Hwëch'in, business owners, and other stakeholders have an opportunity to inform the analysis.

ENGAGEMENT PRINCIPLES

This DRAFT Engagement Plan is being guided by the following principles:

Inclusivity	We will encourage participation by those who will be affected by the planning process and those interested in the outcomes. We will engage varied audiences using appropriate tools.
Trust and Respect	We will engage in an open and respectful way that fosters understanding between diverse views and interests.
Transparency and Accountability	We will design open and clear engagement activities. Those participating will understand their role, the level of engagement, how their input will be used, and the overall process.
Open and Timely Communication	We will strive to provide information that is timely, accurate, objective, easily understood, accessible, and balanced.
Equity	The processes will include a range of events and tools to allow all community members a reasonable opportunity to contribute, as well as hear and understand other views.

Reference: DRAFT Engagement Plan

KEY MESSAGES

PURPOSE OF THIS PROJECT

Determine the highest and best use for the subject lands by considering both economic and social factors, including opportunity costs (i.e. what existing or potential benefits could be lost when an alternative is chosen).

Three discrete and mutually exclusive uses being considered:

- Campground
- Recreation facility
- Residential

WHAT WILL THE STUDY LOOK LIKE?

The study will review each option and provide recommendations.

HOW WILL THE DECISION BE MADE?

Ultimately, Council will decide which use to proceed with, based on the information and recommendations of the study, as well as other factors such as the results of YG's investigation looking at this site and the Dome Road site for the recreation facility.

PURPOSE OF ENGAGEMENT

We are looking for advice from the local community to inform the analysis.

Reference: DRAFT Engagement Plan

REVIEW OF ENGAGEMENT LEVELS

Primary stakeholders

- Mailed letter
- Opportunity for a one-on-one meeting
- Invitation to participate in online survey and public information session

Secondary stakeholders

- Mailed letter
- Invitation to participate in online survey and public information session

Use association	Government or Stakeholder	Engagement Level
DAWSON CITY RESIDENTS		
All uses	<ul style="list-style-type: none"> • Dawson City residents 	<ul style="list-style-type: none"> • Secondary <ul style="list-style-type: none"> – Mailed letter – Public notifications (e.g. social media, website, Klondike Sun, local radio) – Online survey – Public information session
GOVERNMENTS		
All uses	<ul style="list-style-type: none"> • Tr'ondëk Hwëch'in 	<ul style="list-style-type: none"> • Primary <ul style="list-style-type: none"> – Mailed letter – Telephone or in-person meeting
All uses	<ul style="list-style-type: none"> • City of Dawson: <ul style="list-style-type: none"> – Finance Department – Planning Department – Parks and Recreation Department – Heritage Advisory Committee 	<ul style="list-style-type: none"> • Primary <ul style="list-style-type: none"> – Mailed letter – Telephone or in-person meeting
STAKEHOLDERS		
All uses	<ul style="list-style-type: none"> • Local businesses • Dawson City Chamber of Commerce 	<ul style="list-style-type: none"> • Secondary <ul style="list-style-type: none"> – Mailed letter – Public notifications (e.g. social media, website, Klondike Sun, local radio) – Online survey – Public information session
1. Campground	<ul style="list-style-type: none"> • Yukon Tourism • Yukon First Nation Tourism and Culture Association 	<ul style="list-style-type: none"> • Primary <ul style="list-style-type: none"> – Mailed letter

Reference: DRAFT Engagement Plan

Use association	Government or Stakeholder	Engagement Level
	<ul style="list-style-type: none"> • Yukon Bureau of Stats • Tourism Industry Association of Yukon • Klondike Visitor Association • Campgrounds <ul style="list-style-type: none"> – Gold Rush – Dawson City R.V. Park and Campground – Bonanza Gold RV Park – Yukon River and Klondike River (YG) • Dawson City River Hostel • Wilderness Tourism Association 	<ul style="list-style-type: none"> – Telephone or in-person meeting
2. Recreation facility	<ul style="list-style-type: none"> • City of Dawson Recreation Board • Dawson Library Board • McDonald Lodge • Robert Service School • Dawson Hockey • Little Blue Daycare • Tr'inke Zho Childcare Centre • Local sport user groups: hockey, curling, soccer <ul style="list-style-type: none"> – Speak with new Rec. Manager about who these contacts are 	<ul style="list-style-type: none"> • Primary <ul style="list-style-type: none"> – Mailed letter – Telephone or in-person meeting
	<ul style="list-style-type: none"> • Dänojà Zho Cultural Centre • Dawson City Museum • Klondike Institute of Arts and Culture • Royal Canadian Legion • Yukon Hockey Association • Aboriginal Sport Circle • Yukon University • Sport Yukon • RPAY (Recreation and Parks Association of Yukon) • YRAC (Yukon Recreation Advisory Committee) 	<ul style="list-style-type: none"> • Secondary <ul style="list-style-type: none"> – Mailed letter – Public notifications (e.g. social media, website, Klondike Sun, local radio) – Online survey – Public information session
3. Residential	<ul style="list-style-type: none"> • Klondike Development Organization • Yukon Housing Corporation • Dawson City Housing Advisory Committee • Local contractors/ developers 	<ul style="list-style-type: none"> • Primary <ul style="list-style-type: none"> – Mailed letter – Telephone or in-person meeting
	<ul style="list-style-type: none"> • Yukon Public Service Commission • Yukon Teachers Association • Yukon Order of Pioneers (seniors) • Dawson City Hospital (Yukon Hospital Corporation) 	<ul style="list-style-type: none"> • Secondary <ul style="list-style-type: none"> – Mailed letter – Public notifications (e.g. social media, website, Klondike Sun, local radio) – Online survey – Public information session

Reference: DRAFT Engagement Plan

PROPOSED ENGAGEMENT TOOLS

The following lists each of the proposed engagement tools.

Engagement Activity	Proposed Date
<p>Public Communications Materials</p> <ul style="list-style-type: none"> • Project notice posters: project name, website location • Local radio announcement • Klondike Sun advertisement • Website and/ or social media posts 	<p>August 14</p>
<p>Project Notification Letter</p> <ul style="list-style-type: none"> • Primary Stakeholders: <ul style="list-style-type: none"> – Introduce the project, encourage participation in engagement, suggest scheduling a meeting with Lesley/ Paul (give contact information), or alternatively recommend they complete the online survey • Secondary Stakeholders: <ul style="list-style-type: none"> – Introduce the project, encourage participation in engagement, direct reader to the online survey • To be sent by Dawson City Mayor • To be mailed to all business license holders and Dawson City property owners • To be e-mailed to representatives of the above-listed stakeholder list who are not business license holders or property owners 	<p>August 14</p>
<p>Public Online Video</p> <ul style="list-style-type: none"> • Create a short presentation video (PowerPoint presentation with voice-over) to describe the project, its purpose, each of the proposed uses, and the decision-making process. • Include a map of the location • List some of the resources that will be used/ referenced in the analysis (e.g. OCP, North End engagement, Slinky Mine Charette, Recreation Plan, 2016 Visitor Survey) • Will not focus on any <u>one</u> use • Post video on the City of Dawson website and social media pages. • Direct viewers of the video to complete the short public survey to provide feedback. 	<p>August 14</p>
<p>Public Online Survey (Hosted through Survey Monkey)</p> <p>Can be used for Dawson City residents and business owners, etc. Respondents will be sorted through the survey to determine their connection to the topic.</p> <ul style="list-style-type: none"> • General questions: <ul style="list-style-type: none"> – What do we need to consider when reviewing each of the proposed options? <ul style="list-style-type: none"> o Campground o Recreation facility o Residential use – Do you have any other thoughts that should be considered? • Can offer a draw prize for participants 	<p>August 14 – September 11</p>

Reference: DRAFT Engagement Plan

Engagement Activity	Proposed Date
Public Information Session	Week of August 24 - 28
<ul style="list-style-type: none"> • Held in Dawson, at a location to be determined by the City, to engage residents who are more comfortable with in-person interactions than online. • Will include a set time where the introduction video will be shown, followed by discussions about the general questions listed above. • One aerial photo of the site, laminated, will be provided to aid in discussion purposes. • To be designed using COVID-19 protocol including restricting room access to a limited capacity, requiring the use of hand sanitizer upon entry of the room, and regularly sanitizing surfaces and the aerial photo. • Can offer entry into the draw prize for participants. 	
Stakeholder Interviews (In-person or by phone)	August 7 – September 11
<ul style="list-style-type: none"> • Pre-identified stakeholders will be contacted and asked the same questions as posed to Dawson City residents: • General questions: <ul style="list-style-type: none"> – What do we need to consider when reviewing each of the proposed options? <ul style="list-style-type: none"> o Campground o Recreation facility o Residential use – Do you have any other thoughts that should be considered? 	

STANTEC CONSULTING and **VECTOR RESEARCH**

Report to Council



For Council Decision For Council Direction For Council Information

SUBJECT:	Heritage Advisory Committee Appointment	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: <ul style="list-style-type: none">• None.
DATE:	August 6, 2020	
RELEVANT BYLAWS / POLICY / LEGISLATION:	n/a	

RECOMMENDATION

It is respectfully recommended that:

1. Council appoint Jim Williams to the Heritage Advisory Committee with a term ending September 30, 2021.

ISSUE

To appoint a new voting Heritage Advisory Committee member to maintain a full committee of five voting members.

BACKGROUND SUMMARY

The Heritage Advisory Committee serves at the pleasure of Council, as per the terms laid out in the Heritage By-Law #2019-04. Section 4.01 of the By-Law requires that Council appoint by resolution no less than three and no more than 5 members to the Committee.

If the appointment in this request is approved, the Committee will consist of the following members:

Megan Gamble – appointed October 30th 2019 to September 30th 2020
Angharad Wenz – appointed October 30th 2019 to September 30th 2021
Eve Dewald – appointed October 30th 2019 to September 30th 2021
Patrik Pikálek – appointed October 9th 2018 to September 30th 2020
Jim Williams

Please note that at this time, it is informally anticipated that HAC member Patrik Pikálek will be stepping down. This has not yet been confirmed, but this anticipated loss of a HAC member increases the significance of appointing a new member.

ANALYSIS / DISCUSSION

A quorum of three members is required to pass resolutions that serve as recommendations to the Community Development and Planning Officer and Council.

This proposed appointment was presented to HAC as information at meeting #20-013 on August 5th, 2020. Committee members showed support for this appointment.


This is Mr. William's statement of intent for applying to sit on the Heritage Advisory Committee, received via email on August 3rd, 2020:

"I am applying to have a seat at the HAC board, and I bring along this background.

- 1. Long time resident of the city since 1980.*
- 2. Local carpenter and contractor specializing in historic Dawson architecture.*
- 3. Worked on historic projects for Parks Canada, YTG Heritage, and the City of Dawson.*
- 4. A keen interest in Dawson's development, town planning, and economy.*
- 5. Co developer in the Dawson Style*
- 6. I love this town.*

Thank you

Jim Williams"

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE: 
DATE: Aug 9, 2020	

play dawson

CITY OF DAWSON PARKS & RECREATION MASTER PLAN



Across the River Consulting
Monarda Communications

JUNE 2020



An aerial photograph of a town, likely in a coastal or riverine area, showing a grid of streets, buildings, and green spaces. A river or large body of water is visible on the left side, and a road or bridge crosses it. The background is a dense forest.

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1.0 Introduction

A Parks and Recreation Master Plan (PRMP) sets the high-level, strategic direction for how a municipality delivers parks and recreation programs and infrastructure. The City of Dawson undertook an internal master planning exercise in 2007. The community has grown and changed considerably since that time, and the City determined that 2019 was the ideal time to re-examine and confirm its approach to parks and recreation in order to prepare for the next decade.

The PRMP creates a 10-year blueprint for the City of Dawson that:

- Sets out a **vision** and **guiding principles** for parks and recreation consistent with community needs and Council priorities;
- Establishes key **goals** and **objectives** for municipal recreation services, programs, facilities and events;
- Considers City capacity and budget implications; and,
- Sets out a course for **implementation** and **performance evaluation**.

The Plan was developed over a yearlong timeframe and was developed in partnership with the City by a team led by Groundswell Planning of Whitehorse. The team’s planning process included compiling background research, engaging the community and stakeholders, working with staff and Council to chart direction and strategy, and drafting the plan document. The project was organized into three phases as follows:

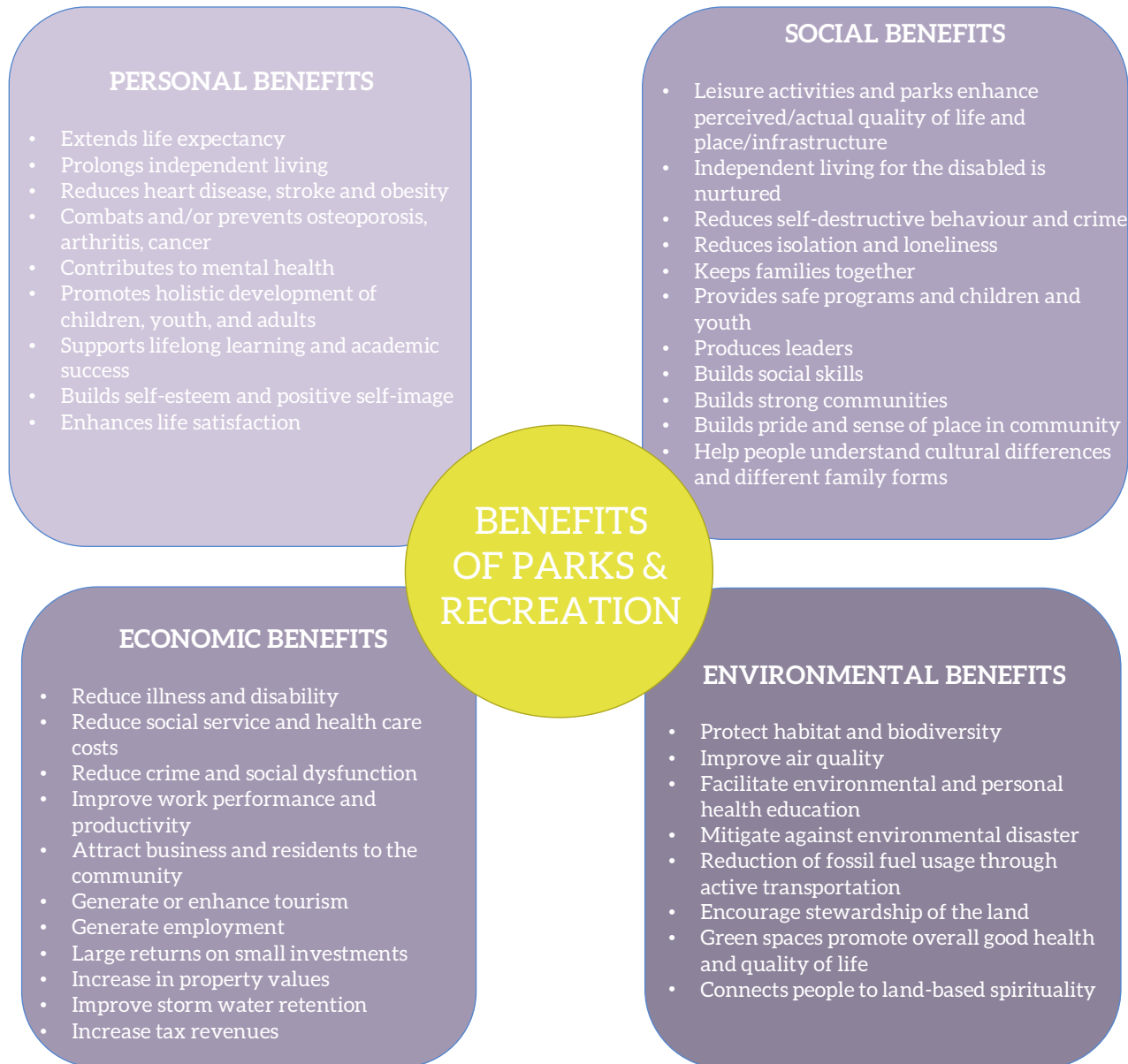


Council adopted the final plan in July 2020.

Please note that the background and analysis sections of this document are a summary of the planning team’s comprehensive report, entitled “State of Play”, which is available from the City of Dawson.

2.0 Why Parks and Recreation Matters

Recreation is defined as “the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community well-being.”¹ Governments have a long history of providing parks and recreation to citizens, stemming from a guiding philosophy that views recreation as a “public good” – available to all - akin to schools, roads, drinking water, and law enforcement. This ongoing public investment into recreation has tangible benefits both at an individual and societal level. The graphic below depicts a summary of recreation benefits as compiled by The National Benefits Hub².



¹ Interprovincial Sports and Recreation Council and the Canadian Parks and Recreation Association, 2015. Framework for Recreation in Canada: Pathways to Wellbeing.

² National Benefits Hub. www.benefitshub.ca

2.0 Community Context

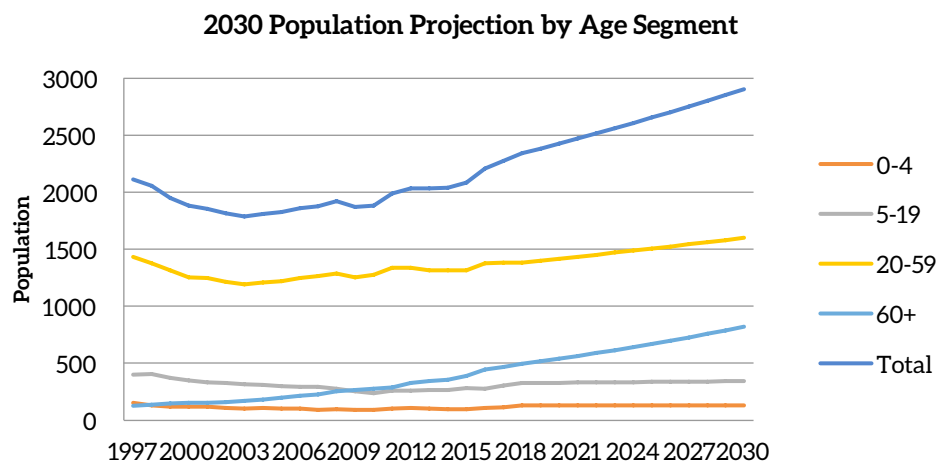
Dawson City is situated in the Traditional Territory of the Tr’ondëk Hwëch’in (TH), at the culturally, historically, and ecologically rich setting of the confluence of the Klondike and Yukon rivers in central Yukon. The main economic drivers of Dawson are public administration, mining (primarily placer) and tourism. The economy can be characterized as stable and resilient, with the greatest uncertainty currently being the unknown course and impacts (economic, population, and otherwise) of Goldcorp’s nearby Coffee Creek mine development.

The built heritage of the Klondike Gold Rush, and indeed the Gold Rush story itself, is a key pillar upon which Dawson City’s status as a premier Yukon destination is based. In recent years there have been a number of initiatives aimed at broadening Dawson City’s visitor offer for a shifting visitor demographic and interest (i.e. meetings and incentives, outdoor activities, winter tourism, etc.)

The City of Dawson municipality has a population 1,375-strong (Statistics Canada, 2017) and serves a population of 2,341 (Yukon Bureau of Statistics, September 2018) when peripheral rural subdivisions are included. Dawson is by far the fastest growing community in the Yukon, with its population projected to rise by 24% to 2,906 in 2030 and by 49% to 3,480 by 2040, a total further increase of 1,139 people (Yukon Bureau of Statistics, 2018).

According to census data, the municipality, compared to the Yukon as a whole, has a:

- smaller proportion of First Nation, female and immigrant residents;
- similar age profile;
- much lower average household size; and,
- much lower income and much higher cost of living.



Dawson’s population is aging and, combined with broader societal shifts, growth is predicted to occur almost exclusively in 1-2-person adult households. The over-60 segment is projected to increase by 326 people, or 65%, by 2030 and account for 58% of growth over the next 12 years.



3.0 Service Delivery Overview

The City of Dawson’s Recreation Department delivers a wide range of both direct and indirect parks and recreation services to community residents, as illustrated below. The department’s name is somewhat misleading given its much broader responsibilities around parks, playgrounds, and open spaces.

Department Structure

The City’s Recreation Department is overseen by a full-time manager and includes two programmers, an administrative assistant, and numerous facility staff. A six-member Recreation Board reviews recreation-related funding applications.

Policy Framework

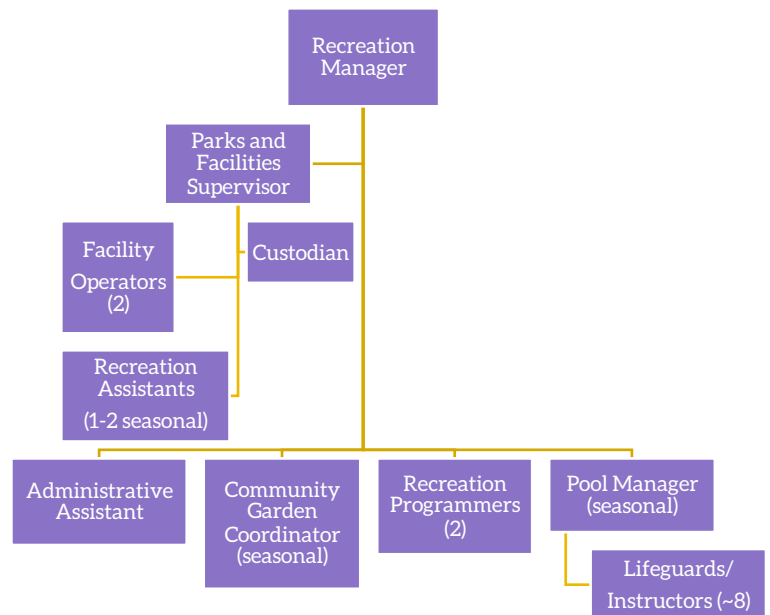
Numerous municipal and Recreation Department policies guide the delivery of recreation in Dawson, including:

- *Official Community Plan*
- *Community Grants Policy*
- *Fees and Charges Bylaw*
- *Fitness Centre Policy*
- *Property and Facility Rental Policy*
- *Recreation Grants Policy*
- *Recreation Board Policy*
- *Recreation Tiered Fee Structure Policy*

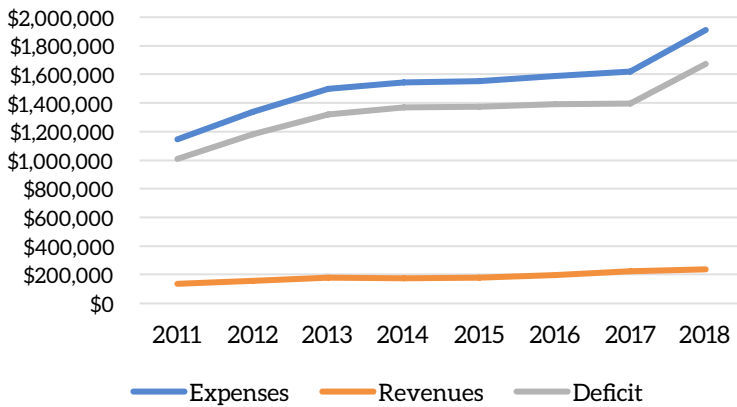
In addition to the City-level policies governing recreation delivery, the Recreation Department has developed and enacted a number of other policies and guidelines, including arena and pool rules, procedures for program delivery and tournaments, and a parent handbook for youth programs.

Financial Resources

The City has spent heavily on recreation in recent years, increasing its budget by 67% to \$1.91 million in the 7 years to 2018, a compound annual rate of 8% that is far in excess of population growth.



Recreation Budget 2011-2018



Recreation consumes 23% of the total municipal budget. Despite a steady growth in user fee revenues, the recreation deficit has continued to rise, reaching a record \$1.67 million in 2018. \$35,000 is set aside annually in recreation reserve funds.

The cost recovery rate for Dawson recreation services is 12%, with only the Fitness Centre generating a surplus. The City’s ability to offset recreation costs, even at the current level of service, is limited. For example, a hypothetical general tax rate rise of 1% over inflation and 5% user fee increase would

represent a meagre 1.6% increase to the recreation budget. A substantial increase to levels of service could pose significant financial challenges to the City.

Facilities and Amenities

The City owns and maintains a variety of indoor and outdoor facilities. The two most significant indoor facility assets are the Art and Margaret Fry Recreation Centre (AMFRC) and Dawson City swimming pool, both of which were built about 20 years ago. Unstable subsurface conditions have plagued AMFRC since the beginning; the building has deemed seismically unsound and in 2017 Council voted unanimously to build a new centre (as opposed to spending an estimated \$19.5 million on repairs). The City operates several smaller indoor facilities, including the new (as of 2018) Minto Park concession building and fitness centre, which received continuous upgrades between 2015 and 2018. The pool underwent substantial upgrades over the past four years to extend its operating life.

	Revenues	Expenses	2018 Cost Recovery
Dept Total	\$238,000	\$1,911,000	12%
AMFRC	\$52,000	\$621,000	8%
Pool	\$32,000	\$300,000	11%
Fitness Centre	\$59,000	\$54,000	109%
Programming	\$60,000	\$264,000	23%
Green spaces	\$12,000	\$292,000	4%

Indoor Facilities	Outdoor Facilities/Amenities	
Art and Margaret Fry Recreation Centre (arena, concession, office/meeting room)	Ball diamonds (Minto Park* and Crocus Bluff)	Playgrounds (Minto Park*/community garden)
Fitness centre	Basketball court (shared with tennis)	Skateboard/scooter park
Minto Park concession building*	Community garden	Soccer field (Crocus Bluff)
Swimming pool	Parks - waterfront* (inc. gazebo, picnic shelter), Crocus Bluff day use area*, Victory Gardens, etc.	Tennis court (shared with basketball)
		Trails (9 th Avenue/Dyke/Dome trails, etc.)

The City also owns and maintains a range of outdoor amenities, including sport fields, a hard surfaced court, playgrounds, parks, and gardens. A 2017 trail management plan established a 35-kilometre municipal multi-use network concept and the City completed its third season of trail development and upgrades in 2019.

*Land leased from the Government of Yukon

City Recreation Facilities and Amenities



Front Street public washrooms



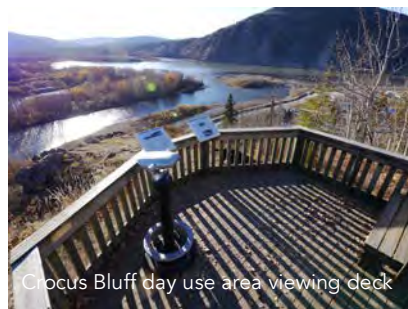
North End playground



Art and Margaret Fry Rec Centre



Crocus Bluff soccer field



Crocus Bluff day use area viewing deck



Front Street/Dyke gazebo



Community garden



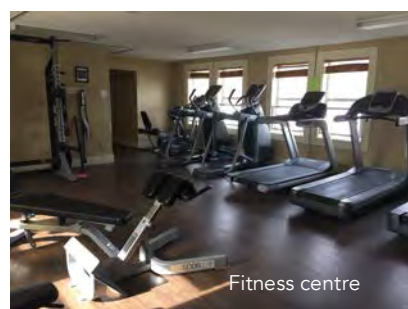
Victory Gardens



Arena



Minto Park playground



Fitness centre



Tennis/basketball court



Waterfront and fire pit



Minto Park ball diamond



Gazebo park



Moosehide Trail



Front Street picnic shelter



Swimming pool



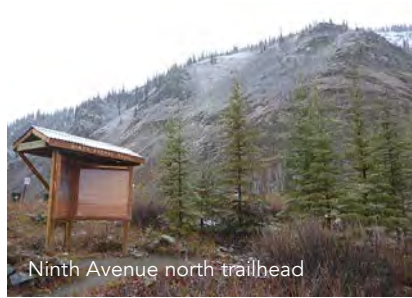
Crocus Bluff concession building



Skate park



Waterfront building
(administration/Fitness Centre)



Ninth Avenue north trailhead



Minto Park concession building



Crocus Bluff ball field

*Other Recreation
Facilities & Amenities*



Robert Service School playground



Moose Mountain alpine facility



Moose Mountain cross-country trails



Klondike Institute of Arts and Culture



TH Youth Centre

With the second storey of AMFRC never completed, the City has relied on other venues to accommodate programming. The most utilized spaces have been the school gym and ancillary room, the latter of which was lost for programming in Fall 2019 due to conversion to a classroom. Other spaces operated by various community organizations and utilized for recreation purposes include community halls, the Klondike Institute of Arts and Culture, and Tr'ondëk Hwëch'in Youth Centre. Community groups also operate cross-country ski trails, an alpine ski facility, golf course, and off-leash dog park (virtually all of which are leased from the City).

The City's larger-scale recreation investments typically rely on territorial and/or federal funding. In addition to annual capital plans, there is a 10-year Equipment Replacement Plan funded by the Recreation Reserve. The City is working to formalize its maintenance activities for parks and open spaces and integrate a new asset management system into its maintenance record keeping and capital planning activities. The City requires liability insurance for third party use of its facilities; this has been a challenge for private bookings in particular.

The arena is well utilized during winter evenings and weekends but highly underutilized during the weekdays; the pool, in contrast, experiences a steadier stream of traffic throughout its summer operating hours. Space at the school gymnasium and (prior to Fall 2019) ancillary room is oversubscribed, and some in the community feel that there is a lack of other "neutral" (i.e. lacking religious or other affiliation) recreation spaces in Dawson.

Programming and Events

The City offers a variety of programs for a broad demographic spectrum of Dawson residents. The City's recreation programmers "scan" the community for recreation-related expertise to develop programs around, try to avoid duplication with other organizations' efforts, and constantly monitor and adapt their efforts based on uptake and feedback. The City views its role as a "leader" for elementary age after-school and summer programming and a "gap filler" for age groups and demographics served by other organizations. The City has been recruiting more third-party instructors to provide specialized programming and expanding its seniors and "5 & under" offerings. Various other groups deliver sports, arts, cultural, and outdoor programs to community members. Dawson's event calendar is full, with the City organizing Canada Day festivities, Discovery Days parade, and Festival of Lights at Christmas, along with other smaller community events.

Community Support, Partnerships and Outreach

The City distributes about \$62,000 in funding to individuals and recreation groups each year, with funding levels and project eligibility considered to be supportive. The process for accommodating informal requests for in-kind support from the City is not clearly established and people can get "bounced around" between departments. The golf course and Moose Mountain alpine ski area receive annual grants from the City, and City staff operates the latter facility during Spring Break. The City conducts outreach primarily via its website, quarterly newsletters, and Facebook page but notes some challenges in getting the word, and the facts, out reliably. User group meetings are held on an annual basis as well.

Departmental Capacity and Training

The City's Recreation Department staff generally feels that they work well as a team and have an "all hands in" approach. An overarching "can do" attitude extends to program and service delivery, City staff generally feels that they have sufficient capacity to continue delivering recreation programs at the current level of service. This structure lends itself to an ongoing reliance on the Manager position for decision-making. In addition, some routine administrative tasks such as third-party contracts, are still under the purview of the Manager.



4.0 What We Heard

Dawson residents actively participated in the development of the 2020 Parks and Recreation Master Plan via various input opportunities. Resident input was supplemented with surveys and one-on-one interviews with various community organizations to form a complete picture of how Dawson recreation in general, and the City’s role specifically, are perceived.

Input Opportunity	Timeline	Participation
User Group Online Survey	March 2019	12 surveys
Household Survey		173 surveys
User Group Drop-in Session		1 group
Graffiti Walls		70-110 ppl
User Group Online Survey	Jan/Feb 2020	TBD
Household Survey		TBD

Household Survey Findings

Participation and Values

- The **majority** of the community’s **“Top 10” activities** were **outdoors-based**, including (in order of popularity) hiking/walking, camping, picnicking/gathering, gardening, wildlife/nature appreciation, and cross-country skiing/snowshoeing.
- **Inconvenient times, poor/inadequate facilities, lack of time and/or awareness, and cost** of programs were cited as the **“Top 5” barriers** to participation in recreation (ordered from greatest to least).
- Respondents indicated that **recreation is important** to both their own **quality of life** and the **social and economic vitality** of the community as a whole.



Facility Utilization, Quantity and Quality

- **Parks, trails, and greenspaces** received the **broadest visitation** by households of survey respondents, with the Dyke/9th Avenue trails receiving the highest level of frequent use of all amenities.
- The **most broadly used indoor facilities** included the **Robert Service School, arena, and facilities** operated by local **non-profit groups**. Single-purpose or more specialized facilities were most likely to receive no use.
- Respondents conferred the **highest overall ratings to parks** and major **trails** (Dyke/9th Avenue).
- The **highest ratings for indoor facilities** were assigned to the **Minto Park concession building, Fitness Centre, and facilities** operated by other groups. The spaces that received the **lowest and most mixed ratings** were the **Recreation Centre’s non-arena spaces, swimming pool, and arena**.

Financial Considerations & Investment Criteria

- While **most respondents preferred maintaining** the current **user fees, one-quarter supported an increase**.
- The **“Top 3” criteria** for prioritizing **new facilities** included **multiple uses/users, year-round function, and responsiveness to resident demands/requests**. **Economic sustainability** took a distant **4th place**.

Comments from the public

"The arena unfortunately needs to be addressed before it is condemned. In my mind this is the number one issue as it serves so many people during a critical time of year that people need to recreate along with creating a major social scene... Indoor gym space would be next on my list."

"We have a darned good recreation dept. We need a full-bore year-round recreation complex!"

"Year-round swimming pool please!"

"I think that the top priority for indoor spaces is multi-purpose gym space that can be used for soccer, fitness classes, yoga, basketball, etc. I think the top priority for outdoor space is continuing to increase the trail network for biking and hiking."

"Dawson needs is a space for parents to take their young kids that can't move in the snow in the depths of winter."

"We need to increase our activity level! This reduces health costs long term. Work with what we have and keep things modest. Affordability is important in the long run, which (I think) means focusing more on simple outdoor activities that would not cost much."

"I don't want to sound critical, as I know how hard working the Rec Dept is, but I think the staff has grown complacent and just keep repeating the same stuff. This happens to anyone in a job for a long time...send them out for some training, workshops and give them time to do research on new stuff happening in the rec world! There must be cool stuff being done elsewhere!"

"The town does a great job of programming. We're getting bigger,

though. Might be time to get more staff and more programs."

"This town seems an ideal place to raise children - up to a certain age. After that, families often face making the decision about whether to leave town to see to older children's needs /well-being."

"Many people are not athletes or artists, so I think more passive forms of rec could be implemented (games nights, cards, chess or ???). There is a void."

"Year round (winter specifically) multi-use spaces are what I would emphasize are needed in Dawson."

"You folks are doing a great job. We enjoy great services for a town or size."

"I would say outside of recreation, but within the lens of access, is the ill-graded streets and boardwalks. The inaccess to those with mobility issues or small kids on foot, makes it difficult to get out and access what is already available and being done well."

"Rec dept budget and spending should be included in newsletters and program guides so tax payers can make informed decisions about the value of recreation in town."

"Overall, I think what the rec department offers is pretty impressive given the number of staff they have to run programs."

"0-5 programming is underrepresented big time. It's a very lonely existence during these years".

"Programming should occur on weekends so working parents can attend with their children".

"Sign up system needs to be more accessible...seems like the same families.. are able to access after

school programming as a result of accessibility for sign up and limited space."

"Under 5 and over 60. Both of these groups are very neglected."

"Space and partnerships for early childhood care are very important if families are going to stay in Dawson. I am considering leaving because of care and extra-curricular opportunities for my child, and I have already seen a number of other families make that choice (or are making it.)"

Comments from user groups

"I have found the advertising and communication at times to be slower and more complicated than expected or needed."

"Rec programmers should be working evenings and weekends, not 9-5 weekdays."

"We partner on events all the time and the City's funding programs are easy to access and have a good range of eligible expenses."

"It's challenging to have liability insurance in order to use the City's facilities i.e. the waterfront."

"City requests volunteers to help offer certain programs but City provides no training or support e.g. baseball (kids). Need to host volunteer drives, provide training and structured programs for those activities not directed by a Sport Governing Body..."

"The City has been supportive of our efforts..."

"(City) needs to include user groups in discussions regarding facility usage upgrades/staffing before decisions are made. More effort needs to be made to keep facilities clean and operating efficiently."



Facility Priorities

- Virtually all respondents indicated a **need for new and/or enhanced facilities** within the next decade.
- The “Top 5” indoor facilities that should be more available or enhanced included the **swimming pool, ice arena, fitness/exercise spaces, pool amenities** (i.e. hot tub/sauna) and **indoor playground**. The accompanying “Top 5” outdoor space enhancements and/or additions were **natural surface trails, outdoor aquatics spaces, day use/gathering spaces, outdoor rinks, and event spaces**.

Programming

- The availability and quality of **recreation programs** in Dawson for **adults** was **rated most highly**, followed by elementary age **children’s programming**. Options for **seniors** and **children 5 & under** were rated **lowest**.
- Respondents suggested a **greater variety of options**, more **frequent offerings**, and more **convenient hours** (i.e., to accommodate 9-to-5 workdays and flexibility for parents of young children) as improvements.

Roles of City vs. Others

- Most viewed recreation delivery as a **shared responsibility** between the **City and other groups**. A majority felt that the **City should lead on community events**, and that **other groups should lead in arts and culture**.

User Group Survey Findings

- Most respondent groups predicted **future growth in participation** for the program(s) they deliver.
- **One-quarter** of respondents indicated that their **needs were completely met** by **facilities** while almost **two-thirds** indicated **needs** being **somewhat met**. A strong **majority** felt that **new facilities** would be **needed** within the next decade.
- A **majority** reported being **“satisfied”** or **“very satisfied”** with their interactions with the City.

Interview Findings

- **Facilities** are considered the **primary barrier** to **quality recreation** in Dawson and there is a legacy of frustration and disappointment. The **potential loss** of an **indoor recreation space** for one or two winters is a **concern**. The **needs and expectations** for a new centre are varied.
- The City is making **valued contributions** to recreation and quality of life in Dawson.
- Some **partnerships and relationships** between the Department and other groups are highly **successful**, while others **need more attention**.
- **Pressures** on the Department **are high** and **expectations** can be **unrealistic**.
- The recreation calendar is **busier than ever**, and some non-profits a feeling **“stretched thin”**.
- The Department is perceived as being **isolated** and **unapproachable** by some, and **communications** and internal/external **process needs improvement**.

External Interviewees
City of Dawson Recreation Board
Dänojà Zho Cultural Centre
Dawson City Chamber of Commerce
Dawson City Museum
Government of Yukon – Community Affairs Branch
Government of Yukon – Sport and Recreation Branch
Klondike Institute of Arts and Culture
Klondike Visitors Association
Little Blue Daycare
McDonald Lodge
Recreation and Parks Association of Yukon
Robert Service School (2 interviews)
Royal Canadian Legion
Tr’inke Zho Daycare
Tr’ondëk Hwëch’in Health and Social Services (2 interviews)
Tr’ondek Hwëch’in Youth Centre

5.0 Recreation Trends and Best Practices

Health, Fitness and Activity Trends

- Almost 1/3 of children and adults in Canada are obese.
- Only 35% of children and youth and 15% of adults meet recommended physical activity guidelines.
- Almost three-quarters of Canadian children and youth exceed recommended guidelines for screen time.
- Most Canadian youth and adults prefer spontaneous, unstructured recreation pursuits, with walking, bicycling, and swimming landing in the “Top 5” for both groups.
- Recreation participation varies by age, gender and socioeconomic status, with men and youth being more likely to play organized sports, women more likely to participate in exercise classes and wellness pursuits such as yoga, and higher income and education correlating strongly with higher participation.

Policy Guidance

Sport and recreation policy is evolving to reflect a growing recognition of the complex, interrelated societal and individual factors linked to participation. The 2015 Framework for Recreation in Canada is the current national guiding document for public recreation providers.



Five pillars of the Framework for Recreation in Canada

Recreation Delivery Trends

Social Determinants of Health – shifting the focus from “how do we get individuals to choose healthier lifestyles” to “how can we create the community environments that make the healthier choice the easier choice”

Physical Literacy and Lifelong Participation - physical literacy is the motivation, confidence, and skills to engage in physical activity and is seen as a pre-condition for lifelong participation; early childhood is the focus

Places and Spaces – evolution of the parks and green space movement to place-making that supports social connections and cohesion with support amenities like Wi-Fi, seating, all ages and abilities design, art, etc.

Multi-Use Functionality and Clustering – continuation of multi-use emphasis for facility investments, accompanied by clustering with complementary services such as community libraries

Revenue Generation – municipal response to fiscal and service delivery pressures through non-traditional revenue streams such as adopt-a-park programs, facility sponsorships, planned giving programs, etc.

Active Transportation - encouraging human-powered travel modes through infrastructure and good design

Changing Volunteerism – overall national decline in volunteerism and shift to shorter commitments that provide participants with work and/or other valued experience

Return to Outdoor, “Adventurous” Play – giving children and youth spaces to explore, play and push limits

Integration of Wellness and Community Development – evolution of the recreation field to include broader wellness and community development aims such as reducing barriers, healthy eating/nutrition, mental and physical health, social inclusion, etc.

6.0 Strengths/Weaknesses/Opportunities/Threats (SWOT) Summary

GOVERNANCE	
STRENGTHS (Internal/City)	WEAKNESSES (Internal/City)
<ul style="list-style-type: none"> • Current and past Councils strongly support recreation and are willing to make significant investments • Policy and procedures support decision-making • Creation of new Supervisor position better distributes responsibilities across the department • Recreation Board helps administer funding applications 	<ul style="list-style-type: none"> • Department and staff titles are a mismatch with services • Routine administrative tasks reside with the Manager due to organizational structure, office space and task allocation • Collective agreement of department employees disallows last-minute rescheduling required to help groups at times • The mandate for the Recreation Board is vague
OPPORTUNITIES (External)	THREATS (External)
<ul style="list-style-type: none"> • Projected population growth will increase revenues and distribute fixed costs across larger population base • Policy and governance advice and support is available • External project-based funding may allow for short-term project management assistance • Residents highly value recreation and potentially support tax/fee increases 	<ul style="list-style-type: none"> • Revenue generating potential of recreation is limited with a small population and desire for access and affordability • Seasonal worker population and non-City tax paying residents create pressure with low cost recovery potential • Low incomes and high living costs limit disposable spending on recreation; particularly for seniors • New policy development and adaptation
FACILITIES	
STRENGTHS (Internal/City)	WEAKNESSES (Internal/City)
<ul style="list-style-type: none"> • Impressive mix/variety of outdoor and indoor amenities • Parks, trails and outdoor spaces are well rated and used • Facilities are in generally good condition • Access to capital funding is good • Asset management (AM) system is being implemented and will facilitate better decision-making over time • Staff generally have capacity/skills to maintain assets • Fees and charges are low • Trail investments and planning aligns with resident priorities for parks and open space amenities • Few facility allocation conflicts, even with limited spaces • Facilities are scheduled with a mix of programmed and spontaneous, drop-in opportunities 	<ul style="list-style-type: none"> • Rec Centre has structural issues and an unknown lifespan • Multi-purpose spaces are in very limited supply • Options for wintertime indoor recreation limited • Residents desire a year-round or new pool despite significant recent investments and high operating costs • Maintenance roles need formalizing and internal agreement among City staff • Issues with existing facilities limit functionality and use • Parks offer is mostly passive (gardens, landscaping, seating) • High costs of construction, operations and maintenance • Front-end effort to integrate AM could be considerable • The arena is heavily underutilized during daytime hours
OPPORTUNITIES (External)	THREATS (External)
<ul style="list-style-type: none"> • Government of Yukon is committed to helping fund a new recreation centre that can address not only priority gaps in the facility offer but compensate for likelihood that a year-round pool is not financially feasible • Dawson resident criteria for facility investment and top facility priorities align with best practices and likely funding reality (with exception of new pool) • Non-profit groups manage and maintain quality facilities that the City does not have to • TH plans to develop a new Youth Centre • National, territorial and local data points to a strong preference for participation in unstructured activities that require open spaces with lower operating costs as compared to indoor facilities (i.e., arenas and pools) 	<ul style="list-style-type: none"> • Government expectations around recreation centre and appropriate funding levels may not satisfy all needs/expectations of public and key stakeholders • Land use constraints/topography pose limitations to continued open space development/protection • The potential amenities included in a new recreation centre will be highly site-dependent; trade-offs between location and features should be anticipated • Dawson's built environment poses many physical barriers for an aging population • Climate change policies such as carbon pricing could raise operating costs of large indoor facilities considerably • Dawson residents have high skepticism and negativity around facilities; pressure to "get it right" is equally high

PROGRAMMING	
STRENGTHS (Internal/City)	WEAKNESSES (Internal/City)
<ul style="list-style-type: none"> • City offers a range of programs for all ages and interests • City has experienced, capable programmers • Children’s programs are highly rated and utilized • City delivers major family-oriented community events • Third party instructors have improved options available • City programs are very affordable • Quarterly newsletters showcase City offerings as well as other recreation opportunities (i.e., drop-in leagues, etc.) • City adapts to constantly changing circumstances • Inter-agency coordination has been initiated 	<ul style="list-style-type: none"> • Programs for seniors and 5 & under less available • City capacity to deliver programming is limited • Lack of facility space is a key constraint and City sometimes has to “bump” other groups to run its own programs • Programs can be vulnerable to low numbers of participants, conflicting scheduling, availability of instructors, etc. • Specialized programming challenging to sustain due to dependence on instructors in a transient community • Residents cite inconvenient scheduling as a constraint • City’s registration system and communications approach may pose barriers to participation/awareness
OPPORTUNITIES (External)	THREATS (External)
<ul style="list-style-type: none"> • Growing and more diverse population creates new programming opportunities and new instructors • Other groups provide quality programs in arts and culture and residents feel these groups should lead • There are a wide variety of partners for the City • Participation, lifestyle and population trends point to an increased need for wellness, active living facilitation • Dawson has a full events calendar • A new recreation centre could “spark” new programs • More distance, online training available 	<ul style="list-style-type: none"> • Many Dawson events have an adult, alcoholic element; not as many family events • Non-profits are feeling “stretched thin” with events in Dawson and an aging population could exacerbate issue • Growing cohort of seniors will create new needs • Time constraints, excessive screen time, and low rates of physical activity are known barriers to participation • It can be difficult for Dawson residents to stay informed of opportunities, with communications stratified and no one shared repository for recreation news
PARTNERSHIPS & COMMUNITY DEVELOPMENT	
STRENGTHS (Internal/City)	WEAKNESSES (Internal/City)
<ul style="list-style-type: none"> • Funding is readily available to community groups and individuals, usually within a very short time frame • Direct funding is in place for certain partners • Some partnerships are highly successful and the City has productive, positive working relationships • City has some effective communications channels • There is a mechanism for third party usage of City facilities and rentals are affordable 	<ul style="list-style-type: none"> • Communications capacity and effectiveness is limited • The City does not have a streamlined, effective way of assisting individuals and groups seeking support • Some partnerships and funding relationships are not clearly rationalized/articulated; there may be inconsistent approaches towards major partners • Third party liability issues, such as private rentals, need further clarity and policy work
OPPORTUNITIES (External)	THREATS (External)
<ul style="list-style-type: none"> • Dawson is an active, engaged community with a strong volunteer ethic • The relatively small number of external groups and partners makes communications easier • A high proportion of Dawson children are in City camps; opportunity to reach families through them • There are numerous successful partnerships to build on • Major partners continue to provide services in Dawson and the City can evolve these relationships • City recreation facilities are well visited and a great venue to share information and seek input 	<ul style="list-style-type: none"> • Some partnerships need renewed attention; feeling that the City does not value major partners equally • There are some perceptions that the department is isolated from the community and not receptive to residents’ ideas • Dawson residents can have unrealistic expectations of service delivery and lack awareness of costs/capacity issues • Non-profits are feeling “stretched thin” with events in Dawson and aging population could worsen situation • City policy and organizational framework may not always “mesh” with a non-bureaucratic community culture

7.0 Vision, Guiding Principles, and Plan Elements

VISION 2030

“Dawson City is home to recreation spaces and opportunities as vibrant and diverse as its people.”

GUIDING PRINCIPLES

Accountability – The City involves and communicates with Dawson residents in regards to key aspects of recreation delivery and facilitates decision-making with facts and best practices.

Diversity – The City encourages and accommodates a wide variety of recreational interests and activities in the community.

Accessibility – The City works to ensure that recreation opportunities are available to all residents of Dawson.

Feasibility – The City recognizes that its own resources and those of the broader community may pose constraints to recreation at times and strives to find practical and innovative ways to meet core needs.

Sustainability – The City strives to ensure that its current delivery of recreation programming and facilities protects the environmental, financial, and other resources needed to maintain and/or increase future levels of recreation service delivery in Dawson.



THE FOUR PLAN ELEMENTS

8.0 City Roles and Service Standards

THE CITY'S ROLES IN RECREATION

<p>Steward – The City cares for the natural and built recreation spaces that are under its jurisdiction and encourage residents to take pride in and care for them.</p> <p>Funder – The City provides direct and indirect financial support to individuals and groups to pursue, provide, and promote recreational opportunities.</p> <p>Facility provider – The City provides safe, functional spaces that accommodate a range of recreational activities for the community and makes these available for both City and other activities.</p> <p>Facilitator/partner – The City works with other individuals and groups to facilitate the delivery of recreational opportunities to Dawson residents.</p>	<p>Program provider – The City designs and delivers programs that offer leisure and opportunities for individual and community well being.</p> <p>Listener/learner – The City strives to listen to and learn from the views of local residents, volunteer groups, and the broader community in its approach to planning and delivering recreational opportunities.</p> <p>Leader – The City helps to create and foster a local culture in which recreation participation and active living are valued and promoted.</p>
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SERVICE STANDARDS

Facilities

Our Service Objective: To provide safe, functional and enjoyable outdoor and indoor spaces in which Dawson residents and visitors can spend their leisure time.

Maintenance Priorities Maintenance Priority by Spaces

- | | |
|--|--|
| <ul style="list-style-type: none"> 1) Safety 2) Functionality 3) Aesthetics | <ul style="list-style-type: none"> 1) Highly utilized locations, particularly by vulnerable populations (i.e., children, seniors) 2) High maintenance requirements due to specific features or amenities 3) Highly visible locations 4) Less used and/or visible locations |
|--|--|

Programs

Our Service Objective: To provide, facilitate, and support a range of recreation opportunities for Dawson residents.

Delivery Priorities In-House Programming Priority by Recipient Group

- | | |
|---|--|
| <ul style="list-style-type: none"> 1) Safety 2) Quality 3) Diversity | <ul style="list-style-type: none"> 1) Demographic and/or other groups not well served by third party programs 2) Children and youth 3) Families |
|---|--|



9.0 Goals and Actions

GOVERNANCE

Goal #1 Continue to restructure the Recreation department to reflect its mandate, improve efficiencies and increase capacity.

- Action 1.1 Rename the department and manager position title to incorporate the parks function.
- Action 1.2 Explore and implement ways to devolve programming tasks from Manager position and increase capacity to deliver programming.
- Action 1.3 Streamline interactions with user groups seeking City assistance (see Action 12.3)

Goal #2 Utilize the Recreation Board more efficiently and effectively.

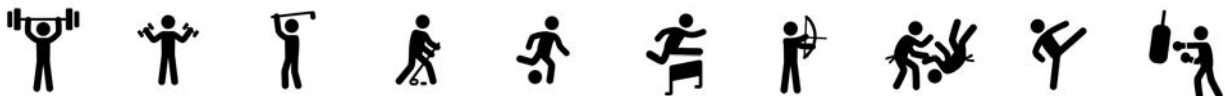
- Action 2.1 Update the Recreation Board policy to:
- Reduce the number of annual meetings to four; and
 - Clarify the role of the Board*
- Action 2.2 Enable City staff to make Level 1 funding recommendations in between Board meetings.

Goal #3 Develop more tools and capacity to strengthen the Department's community development function.

- Action 3.1 Pursue staff training in:
- Communications and marketing;
 - Public engagement;
 - Administrative and project management skills; and
 - Research and policy development.
- Action 3.2 Create an image library of City recreation spaces and activities to support communications.
- Action 3.3 Develop corporate sponsorship program and expand the commemorative parks program to include planned giving.

*Proposed Recreation Board role to include advising Council and City administration on:

- o Funding requests;
- o Incorporating public input into larger planning/policy initiatives; and,
- o Annual workplans and achievement of Master Plan goals/objectives; and
- o Considering concerns and complaints from the general public and user groups in regards to recreation service delivery.



FACILITIES

Goal #4 Maximize utilization and enjoyment of existing facilities.

- Action 4.1 Replace playground surfacing material at Minto Park.
- Action 4.2 Address heating and acoustics issues in the Minto Park concession building.
- Action 4.3 Consider upgrading skate park surface and features to better accommodate a full range of wheeled uses.
- Action 4.4 Consider opportunities for off-season use of indoor facilities (e.g., arena, curling rink).
- Action 4.5 Provide support as needed to ensure public use of the Moose Mountain ski trails.
- Action 4.6 Improve the multi-sport functionality and safety of outdoor courts.

Goal #5 Build a new, year-round multi-purpose recreation facility³.

- Action 5.1 Continue the facility planning process to confirm both amenities and location with the input of residents and user groups.
- Action 5.2 Work with government partners and Council to secure funding and construct the new facility.

Goal #6 Increase and diversify the City's open space amenities and opportunities.

- Action 6.1 Enhance greenspaces with more year-round active uses and "place making" features (i.e. outdoor volleyball court, natural skating rink, chess/checkers, etc.)
- Action 6.2 Modify and add amenities to support active leisure for seniors (i.e., pickle ball at tennis court, shuffleboard, horseshoes, etc.)
- Action 6.3 Continue to implement the Trail Plan.
- Action 6.4 Ensure new neighbourhoods have convenient access to parks, green space and trails.

Goal #7 Invest in active transportation and universal accessibility infrastructure.

- Action 7.1 Investigate enhanced surfacing options for the Dyke/Millennium Trail between Callison and Downtown Core and improve accessibility from Front Street at key access points.
- Action 7.2 Provide active transportation options for newly developed residential areas.

Goal #8 Increase Departmental capacity to maintain, manage and plan for facilities effectively.

- Action 8.1 Create general maintenance guidelines and procedures for parks and open spaces.
- Action 8.2 Integrate the City's new asset management system into the daily workflow and the annual capital planning process.

³ Refer to Appendix A for consultant facility recommendations.

PROGRAMMING

Goal #9 Continue to facilitate and/or deliver a diversity of recreation for all ages.

Action 9.1 Increase programming focus in the following areas:

- Wellness, healthy living, and active aging;
- Family-oriented programs;
- Outdoor skills and safety programs; and,
- Workshop formats and evening/weekend scheduling options.

Action 9.2 Provide programming to encourage use of City's outdoor amenities by youth and seniors (i.e., tennis, pickle ball, basketball, mountain biking, skateboarding, etc.)

Action 9.3 Pilot community challenges and mass participation events such as:

- Corporate sport/fitness challenges (involving City, TH, other major employers)
- Active transportation challenges; and,
- Trail network or town scavenger hunts.

Action 9.4 Provide a mix of established and new programs on an ongoing basis.

Action 9.5 Support and/or collaborate with TH to provide quality recreation for youth.

Goal #10 Reduce barriers to participation in recreation.

Action 10.1 Continue to refine the program registration process, with consideration for:

- Maximizing equity (i.e. everyone gets to play); and
- Improving access, options and convenience for community members.

Expand communications networks to increase awareness of City programs and registration timelines (i.e., school, TH, seniors, new Canadians, etc.)

Action 10.2 Increase community awareness of other recreation opportunities, including:

- A bi-weekly or monthly Dawson recreation e-newsletter;
- A recreation-specific bulletin board in a high profile location; and,
- Highlighting other programs for specific age groups in City's newsletter.

Goal #11 Support staff to deliver high quality, relevant programming.

Action 11.1 Provide staff training in:

- National/territorial standards and supports (i.e. HIGH FIVE, Yukon Physical Literacy Coordinator, safe sport, etc.);
- Program and curriculum development training; and,
- Increased focus on mental health and wellness support skills.

PARTNERSHIPS & COMMUNITY DEVELOPMENT

Goal #12 Support and strengthen relationships with community groups delivering programming.

Action 12.1 Coordinate joint meetings with other program providers on an ongoing basis.

Action 12.2 Complete a new facility rental policy that resolves the issue of third party insurance requirements for City property.

Action 12.3

Develop a “one-window” approach (including user-friendly information) for individuals or groups seeking support from or use of City property for recreation.

Action 12.4

Schedule more user group meetings and discussions to identify and resolve issues.

Action 12.5

Make staff available to attend user group meetings on a bi-annual basis to provide information and seek input.

Goal #13 Raise the Department’s profile and facilitate more community input.

Action 13.1 Report annually to the community on key outcomes and statistics – financials, programs, participants - in a user-friendly, accessible format via:

- Posters/displays at recreation facilities
- Recreation newsletter
- Website and social media

Action 13.2 Periodically attend/support other community events (preferably on a rotating basis) as a Department.

Action 13.3 Provide suggestion/comment boards in facilities and online.

Goal #14 Create a fair, efficient framework for City partnerships and recurring support.

Action 14.1 Review direct funding and in-kind arrangements for fairness and consistency.

Action 14.2 Articulate criteria/rationale for direct funding and in-kind arrangements in City policy, and formalize agreements with current (and future) partners accordingly.

Action 14.3 Advocate for an increase to the recreation funding portion of the Comprehensive Municipal Grant to reflect the City’s actual service population.



10.0 Implementation

ACTION	IMPLEMENTATION TIMEFRAME				EXTRA BUDGET
	SHORT-TERM (0-2 yrs)	MEDIUM-TERM (3-6 yrs)	LONG-TERM (7-10 yrs)	ONGOING	
GOVERNANCE					
1.1 New department and manager titles	✓				
1.2 Restructure program delivery	✓				
1.3 Streamline user group interactions	✓				
2.1 Update Recreation Board policy	✓				
2.2 Enable City staff to make Level 1 recommendations	✓				
3.1 Pursue staff training in communications, engagement, etc.				✓	
3.2 Create image library				✓	\$
3.3 Develop sponsorship and expand commemorative parks program		✓			\$
FACILITIES & AMENITIES					
4.1 Replace Minto Park playground surface	✓				\$
4.2 Address Minto Park concession building issues		✓			\$
4.3 Consider upgrading skate park			✓		\$
4.4 Consider off-season facility uses			✓		\$
4.5 Provide support for XC ski trails		✓		✓	\$
4.6 Improve multi-sport functionality and safety of outdoor courts	✓				
5.1 Continue facility planning process	✓				
5.2 Construct new facility		✓			
6.1 Enhance greenspaces with year-round active uses and place making features		✓	✓		\$
6.2 Modify/add amenities to support active leisure for seniors		✓	✓		\$
6.3 Continue implementing Trail Plan				✓	\$
6.4 Ensure access to parks, trails, greenspace for new neighbourhoods				✓	\$
7.1 Investigate surfacing of Dyke Trail					\$
7.2 Provide active transportation options for new neighbourhoods			✓	✓	\$
8.1 Create parks/open space maintenance guidelines and procedures		✓			
8.2 Integrate City's asset management system into operations				✓	



ACTION	IMPLEMENTATION TIMEFRAME			ONGOING	EXTRA BUDGET
	SHORT-TERM (0-2 yrs)	MEDIUM-TERM (3-6 yrs)	LONG-TERM (7-10 yrs)		
PROGRAMMING					
9.1 Increase focus on wellness, active aging, families, outdoors, short offers				✓	
9.2 Provide programming geared to use of outdoor amenities by youth and seniors				✓	
9.3 Pilot community challenges and events that encourage active living	✓			✓	
9.4 Provide mix of established/new programs				✓	
9.5 Work with TH on youth programs				✓	
10.1 Continue to refine City registration process to improve access				✓	
10.2 Expand communications network to increase awareness of City programs	✓				\$
10.3 Increase community awareness of non-City programs				✓	
11.1 Utilize national/international standards and supports				✓	
11.2 Pursue more program and curriculum development training				✓	\$
PARTNERSHIPS & COMMUNITY DEVELOPMENT					
12.1 Hold inter-agency meetings with other program providers				✓	
12.2 Complete new facility rental policy	✓				
12.3 Simplify and streamline process for City support	✓				
12.4 Host more user group meetings to identify and resolve issues				✓	
12.5 Offer to attend user group meetings on a bi-annual basis				✓	
13.1 Report annually to community on Department activities				✓	
13.2 Attend and/or support other community events				✓	
13.3 Install suggestion boxes		✓			
14.1 Review direct funding and/or in-kind arrangements		✓			\$
14.2 Articulate direct funding/in-kind in City policy and formalize arrangements		✓			\$
14.3 Advocate for increase to CMG		✓			



Appendix A

Recreation Facility Recommendations

Early in the process, it was determined that the Parks and Recreation Master Plan (PRMP) would not address Dawson’s future indoor recreation facility in detail due to the decision to undertake a separate facility planning process. Mayor and Council worked with Stantec Consulting on a preliminary facility planning exercise in 2019, but that effort did not attempt to connect to the PRMP, which was still in progress.

In the interests of connecting the PRMP – specifically the considerable public input and City recreation capacity analysis that underpinned it – to facility planning, Groundswell is including its own recommendations for facility amenities for consideration here. These recommendations did not attempt to factor in facility siting opportunities and constraints (such as appropriate geotechnical conditions); these will obviously impact final decisions.

PRIORITY LEVEL	RATIONALE
High	
<i>Flexible, multi-use spaces</i>	<i>Strong public support; current lack of these spaces a serious recreation constraint</i>
<i>Front desk/office function</i>	<i>Public and user groups need reasonable access to facility staff</i>
<i>Ice surfaces/arena</i>	<i>Strong public support and central to established winter recreation programs</i>
<i>Indoor playground</i>	<i>User groups/public placed high priority on winter options for children and families</i>
<i>Gathering/viewing spaces</i>	<i>Social cohesion and integration functions of facility should be maximized</i>
<i>Sauna/steam room</i>	<i>Strong public support; wellness/therapy benefits (particularly for aging population); provides some benefits of year-round pool without very high capital/O&M</i>
Medium	
<i>Bouldering wall</i>	<i>Strong public support; strategic use of underutilized vertical space</i>
<i>Fitness centre</i>	<i>Co-location with other amenities more convenient for families and builds community</i>
<i>Historic townsite location</i>	<i>Interviewees stressed importance; convenient access promotes walking and use by youth</i>
<i>Recreation staff office space</i>	<i>Could create efficiencies and raise community profile for staff</i>
<i>Sufficient space for pool</i>	<i>Option to build future pool (seasonal or year-round) on same site would be ideal</i>
<i>Walking route/track</i>	<i>Strong public support; safe seniors-oriented exercise option in winter; ideally designed to require minimal additional facility footprint</i>

Given the high priority that the public and some interviewees placed on a year-round pool, the Groundswell planning team undertook a very brief analysis of feasibility utilizing two small Northern communities: Fort Simpson and Inuvik, NWT. The planning team concluded that, at this juncture, it did not support the pursuit of a year-round pool due to the following considerations:

- Based on the projected budget for Old Crow’s community centre and a Yellowknife pool in the planning stages, the team’s “back of napkin” capital cost estimate for a new year-round pool is \$12 million dollars. Government of Yukon has signalled that a new facility will be planned and constructed in a conservative funding environment. Upgrading the current seasonal pool to a year-round one may come at the expense of other amenities for which there are currently no (seasonal or otherwise) options.
- Even if sufficient capital funding could be secured, it’s the operations and maintenance (O&M) burden that ultimately dictates whether a year-round pool is viable for Dawson. The other examples suggest that a \$200-\$300K budget could be required; possibly a 15% increase over current expenses. Dawson’s current allocation of municipal budget to recreation is already substantially higher than other Yukon communities.
- Dawson’s small population poses an ongoing challenge to the sustainability of both City and volunteer-led programming. In a community with a limited number of participants and a society with increasingly limited time, a winter pool could potentially undermine the viability of winter recreation such as soccer, minor hockey and Moose Mountain. It also poses a risk that a year-round pool wouldn’t result in higher overall recreation participation and increased City revenues, but simply spread those same revenues across more facilities.



VISION 2030

Dawson City is home to recreation spaces and opportunities as vibrant and diverse as its people

GUIDING PRINCIPLES

Accountability

Diversity

Accessibility

Sustainability

Feasibility

GOVERNANCE

Goal #1. Continue to restructure the department to reflect its mandate and improve efficiencies.

- 1.1 Rename department and manager titles.
- 1.2 Restructure program delivery.
- 1.3 Streamline user group interactions (see 12.3).

Goal #2. Utilize the Recreation Board more efficiently and effectively.

- 2.1 Update policy to reduce number of meetings and clarify role.
- 2.2 Enable City staff to make Level 1 recommendations.

Goal #3. Develop the tools and capacity to fulfill the community development functions of the Department.

- 3.1 Pursue staff training in communications, engagement, project management, etc.
- 3.2 Create image library.
- 3.3 Develop corporate sponsorship program and expand commemorative parks program.



FACILITIES & AMENITIES

Goal #4. Maximize utilization and enjoyment of existing facilities.

- 4.1 Replace Minto Park playground surface.
- 4.2 Address issues at Minto Park concession building.
- 4.3 Consider upgrading skate park to accommodate full range of wheeled uses.
- 4.4 Consider opportunities for off-season use of indoor facilities.
- 4.5 Provide support to ensure public use of Moose Mountain xc-ski trails.
- 4.6 Improve multi-sport functionality and safety of outdoor courts.

Goal #5. Build a new, year-round multi-purpose recreation facility.

- 5.1 Continue planning process to confirm amenities and location.
- 5.2 Work with government partners and Council to secure funding and construct the new facility.

Goal #6. Increase and diversify the City's open space amenities and opportunities.

- 6.1 Enhance waterfront with more year-round active uses and "place making" features (i.e., outdoor volleyball, chess, etc.)
- 6.2 Modify and add amenities to support active leisure for seniors.
- 6.3 Continue implementing Trail Plan.
- 6.4 Ensure access to parks, trails, greenspace for new neighbourhoods.

Goal #7. Invest in active transportation and universal accessibility infrastructure.

- 7.1 Investigate enhanced surfacing options for Dyke Trail and improve accessibility at key Front Street access points.
- 7.2 Provide active transportation options for new neighbourhoods.

Goal #8. Increase Departmental capacity to maintain, manage and plan for facilities effectively.

- 8.1 Create parks/open space maintenance guidelines and procedures.
- 8.2 Integrate City's asset management system into operations.

PROGRAMMING

Goal #9. Continue to facilitate and/or deliver a diversity of recreation for all age groups.

- 9.1 Increase focus on wellness, active aging, families, outdoors and shorter/evening/weekend offers.
- 9.2 Provide programming geared to use of outdoor amenities by youth and seniors.
- 9.3 Pilot community challenges and events that encourage active living.
- 9.4 Provide a mix of established and new programs.
- 9.5 Support/collaborate with TH to provide quality recreation for youth.

Goal #10. Reduce barriers to participation in recreation.

- 10.1 Continue to refine the City registration process to improve access, equity and convenience.
- 10.2 Expand communications network to increase awareness of City programs.
- 10.3 Increase community awareness of non-City programs.

Goal #11. Support staff to deliver high quality, relevant programming.

- 11.1 Provide staff training in standards/supports, program and curriculum development, and mental health/wellness support skills.



PARTNERSHIPS & COMMUNITY DEVELOPMENT

Goal #12. Support and strengthen relationships with community groups delivering programming.

- 12.1 Coordinate joint meetings with other program providers.
- 12.2 Complete a new facility rental policy.
- 12.3 Simplify and streamline process for City support.
- 12.4 Host more user group meetings to identify and resolve issues.
- 12.5 Offer to attend user group meetings on a bi-annual basis.

Goal #13. Raise the profile of the Department and facilitate community input.

- 13.1 Report annually to the community on Department activities, spending, and service impact.
- 13.2 Attend and/or support other community events.
- 13.3 Install suggestion boxes in facilities and online.

Goal #14. Create a fair, efficient framework for City partnerships and recurring support.

- 14.1 Review direct funding and in-kind arrangements for fairness and consistency.
- 14.2 Articulate criteria/rationale in City policy and formalize agreements with current (and future) partners accordingly.
- 14.3 Advocate for increase to recreation portion of the Comprehensive Municipal Grant.

Committee Minutes

WEDNESDAY July 8th 2020

19:00

Meeting Type: Regular

Meeting: # HAC 20-11

Facilitators: Charlotte Luscombe (Planning Assistant)

Attendees: Megan Gamble, Eve Dewald, Patrik Pikálek, Angharad Wenz, Rebecca Jansen (YG)

Regrets:

Meeting Called to order at 7:10 PM.

Minutes

Agenda Item: Agenda Adoption

Presenter: Eve Dewald

Resolution: #20-11-01

Second: Patrik Pikálek

THAT the Agenda for Heritage Advisory Committee Meeting HAC 20-11 has been adopted as presented.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #20-11-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- Greg Hakonson: DP 20-028 – Amendment for Skirting / Three Examples Policy
- Shelby Jenkins (Bonton & Company Ltd.): DP 20-058 – New Signage and DP 20-059 – Metal piping railing for deck
- Bryan Armstrong (Wildstone Construction) – Renovation of exterior & major alteration

Agenda Item: Delegations

Resolution: #20-11-03

Discussion:

- GH explained why he wanted to change from the approved vertical corrugated tin skirting. The property is in a high profile location and would like to showcase embossed brick tin. He
- AG commented that brick is used for commercial / institutional buildings and this type of skirting would be A-typical to which GH said that the building is Core Dawson so having this design element might add to the aesthetic. GH also brought three historic photos but they were all commercial

Agenda Item: Delegations

Resolution: #20-11-04

Discussion:

- GH discussed the three examples policy which he noted was presented at HAC several years ago. GH notes that he wants to keep Dawson historic but that the three examples policy doesn't work. Makes point that Klondike Goldrush was extensively photographed and there is extensive availability of evidence. There are

also lots of examples of other building styles such as arts and crafts that could be eliminated with the ‘three example requirement. GH thinks we should celebrate all of Dawson’s Heritage and should encourage individuals to review the museum archives. Also argues that Parks Canada missed out a lot of things in 1983 when the original guidelines were developed.

- HAC members signalled they were in agreement with GH and that the three example policy is not a formal requirement but applicants are advised to provide three as it will help them to make their case. It helps applicants and means HAC make less arbitrary decisions.
- Acknowledgement that there is a gap and that many people building do not take the same care as GH in designing their buildings. They use the guidelines but typically will not go to archives. There was discussion about how archives or other resources could be more user friendly. Heritage funds do exist and this is something that could be explored.
- RJ finally noted that the guidelines themselves shouldn’t be removed because they provide important context

Agenda Item: Delegations

Resolution: #20-11-05

Discussion:

- SJ discussed 20-058 and expressed intention to erect three new signs on the former Alchemy Café building; they will tie in with the current colour scheme but personalised with her business. The proposal is plastic signboard which AG noted might be a problem, SJ was asked by the committee if she and her business partner would consider printing on canvas or wood, or even metal; SJ said this could be explored.
- SJ discussed 20-059 noting that business didn’t have railings and the design of the building was meant to be as low to the ground as possible. However, when you move away from boardwalk there is a drop and so they feel they need a safety barrier (they also have a liquor license) and felt piping was the least visually obtrusive option. Contemplated wood but this would then impact the overall look of the building.
- AG noted that piping was used but typically is used and connect to awning – question is whether HAC would allow without awning

Agenda Item: Delegations

Resolution: #20-11-06

Discussion:

- BA wanted to clarify some issues from the last meeting. Noted that he will be replacing everything so that it looks the same in order to provide an energy efficiency upgrade. The only thing that will be slightly altered is that the blue paint will be more prominent.

Agenda Item: Revert to Heritage Advisory Committee

Resolution: #20-11-07

Presenter: Eve Dewald

Second: Patrik Pikálek

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: None.

Agenda Item: Business Arising from Delegations

Resolution: #20-11-08

Presenter: Eve Dewald

Second: Patrik Pikálek

Discussion:

- GH and three examples policy was discussed. HAC confirmed that 3 examples aren’t required but if a proposal was completely out of context, the proposal would likely be denied. Context is important. HAC felt Greg should help develop access / education for how to use archives. Guidelines could also be updated with link to database and design elements
- CL will draft something to send back to him on behalf of the committee

Agenda Item: Adoption of the Minutes**Resolution: #20-11-09****Presenter: Eve Dewald****Second: Megan Gamble**

THAT the Minutes for HAC meetings 20-10 are accepted as presented.

Discussion:

- None

Votes For: 4

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Applications**Resolution: #20-11-10****Presenter: Eve Dewald****Second: Patrik Pikálek**

THAT the Heritage Advisory Committee move to deny the amendment for Development Permit 20-028.

Discussion:

- Members understood GH's desire for brick siding but there isn't context for residential. Photos were provided but were all institutional examples. Appreciate his intention to create variation but the context is not appropriate.

Votes For: 4

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Applications**Resolution: #20-11-11****Presenter: Eve Dewald****Second: Megan Gamble**

THAT the Heritage Advisory Committee move to table Development Permit 20-058.

Discussion:

- Sign board not liked – wood and canvas would be the preferred option but metal would be considered. Plastic signage is not appropriate for Dawson. Would like to see a proposal for a different material.

Votes For: 4

Votes Against: 0

Abstained:0
TABLED

Agenda Item: Applications**Resolution: #20-11-12****Presenter: Eve Dewald****Second: Megan Gamble**

THAT the Heritage Advisory Committee move to approve Development Permit 20-059.

Discussion:

- Members approved the design although acknowledged that metal piping wasn't ideal; some examples in town but with awning hence concern. However, acknowledged that this was the best unobtrusive option and it is reversible
- Fire chief Mike Massery will need to review the design to ensure it is appropriate; CL to do this

Votes For: 4

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Applications**Resolution: #20-11-13****Presenter: Eve Dewald****Second: Patrik Pikálek**

THAT the Heritage Advisory Committee move to approve Development Permit #20-042.

Discussion:

- Members were happy with what was presented.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Applications

Presenter: Eve Dewald

Resolution: #20-11-14

Second: Megan Gamble

THAT the Heritage Advisory Committee move to table Development Permit 20-056.

Discussion:

- Members appreciated the proposed materials and have no issue with these
- Members had the following concerns / questions:
 - They questioned why the front door will open on to the back alley versus the two main streets, and also why there is only one door shown on the floorplan. A main entrance on an alley is considered atypical.
 - The building's location on the lot would mean that it is not centred on either York or 3rd which would result in a disruption of the streetscape in an area that is important for the commercial / residential transition; the large setbacks away from the street would not match the surrounding streetscape
 - They queried why there was only one upper-storey window on the 3rd avenue side which is a major corridor and the overall asymmetrical design of the building was a concern

Votes For: 4

Votes Against: 0

Abstained:0

TABLED

Agenda Item: New Business

Presenter: Eve Dewald

Resolution: #20-11-15

Second: Megan Gamble

Discussion:

- Members discussed Kate Serre de St. Jean joining the heritage committee and agreed she should be invited
- Training and previous members stepping in during committee member absences (e.g. Jim Williams if AG or PP are away in winter)
- Members discussed the development / placement of trailers around town including one that is being renovated even though it was meant to be removed

Agenda Item: Unfinished Business

Presenter: Eve Dewald

Resolution: #20-11-16

Second: Megan Gamble

Discussion:

- None

Agenda Item: Adjournment

Presenter: Eve Dewald

Resolution: #20-11-17

Second: Patrik Pikálek

That Heritage Advisory Committee meeting HAC 20-07 be adjourned at 21:00 hours on the 8th of July, 2020.

Discussion: None.

Minutes accepted on: 5th August 2020

Committee Minutes

WEDNESDAY July 15th 2020

19:00

Meeting Type: Regular

Meeting: # HAC 20-12

Facilitators: Charlotte Luscombe (Planning Assistant)

Attendees: Megan Gamble, Eve Dewald, Patrik Pikálek, Angharad Wenz, Rebecca Jansen (YG)

Regrets:

Meeting Called to order at 7:04 PM.

Minutes

Agenda Item: Agenda Adoption

Presenter: Eve Dewald

Resolution: #20-12-01

Second: Patrik Pikálek

THAT the Agenda for Heritage Advisory Committee Meeting HAC 20-12 has been adopted with one amendment: to add trailers and seacans to unfinished business.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #20-12-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- Zlatko Fras – 20-054 & 20-055: Demolition and development of 275 King
- Clint Teichroeb - 20-071 – Exterior retrofit 337/339 Dugas
- Duncan Spriggs – 20-035 & 20-036 & 20-075 Building move & temporary permit (TH Youth Hostel)
- Daniel Fraser – 20-069 – new windows & roof

Agenda Item: Delegations

Resolution: #20-12-03

Discussion:

- ZF explained that the addition to 275 King Street (formerly youth hostel) has deteriorated and slowly begun to sink; footing is rotten and roof is rotten. Unsuable in current state: intention is to demolish, excavate and rebuild same shape & size as 1930s addition.
- HAC members concerned about windows and openings; would like to see examples of specific proposal

Agenda Item: Delegations

Resolution: #20-11-04

Discussion:

- CT is performing a retrofit for YG Housing. Similar to previous. No changes to siding, trims will be white with same sizing. Same metal skirting as used on roof. No change to fencing unless existing fencing is disturbed.

Agenda Item: Delegations

Resolution: #20-11-05

Discussion:

- DF explained intention is to leave the building looking exactly the same only with better quality product. Replace all the windows with the same trim and style and detail. Painting everything else. The skirting is staying the same.
- HAC enquired about age of building and whether it previously had a standing seam; DF was unsure.

Agenda Item: Delegations

Resolution: #20-11-06

Discussion:

- DS outlined that he owns three lots (lots 15, 16 & 17) in Block J Ladue immediately behind lot 4 where old TH youth hostel currently stands. He purchased building and is seeking to move it to his lots with intention of eventually converting to a small hotel.

HAC asked about asbestos removal; DS confirmed it had been removed by TH which is why they had sold

Agenda Item: Revert to Heritage Advisory Committee

Resolution: #20-12-07

Presenter: Eve Dewald

Secunder: Patrik Pikálek

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: None.

Agenda Item: Business Arising from Delegations

Resolution: #20-12-08

Presenter: Eve Dewald

Secunder: Patrik Pikálek

Discussion:

- None

Agenda Item: Adoption of the Minutes

Resolution: #20-12-09

Presenter: Eve Dewald

Secunder: Patrik Pikálek

THAT the Minutes for HAC meetings 20-11 are tabled and amended to include new business discussion around temporary trailers.

Discussion:

- None

Votes For: 4

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Applications

Resolution: #20-12-10

Presenter: Eve Dewald

Secunder: Patrik Pikálek

THAT the Heritage Advisory Committee move to approve 20-058

Discussion:

- Wooden signage is entirely appropriate.

Votes For: 4

Votes Against: 0

Abstained:0

Agenda Item: Applications**Resolution: #20-12-11****Presenter:** Eve Dewald**Seconder:** Megan Gamble

THAT the Heritage Advisory Committee move to table Development Permits 20-054 & 20-055.

Discussion:

- Plans submitted not detailed enough; need more information about the age and history of the building (specifically former / current uses). HAC also want to understand if parts / all of it is salvageable.
- Plans need to include specific details as to the style of windows, mouldings, doors as well as the rhythm of the building in relation to overall streetscape
- Noted that one example was the Eliza building which HAC remarked is not appropriate

Votes For: 4

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Applications**Resolution: #20-12-12****Presenter:** Eve Dewald**Seconder:** Megan Gamble

THAT the Heritage Advisory Committee move to table Development Permit 20-069.

Discussion:

- HAC requested to find the history of the building; may potentially want them to have a standing seam roof (as appropriate for larger roofs on institutional buildings).

Votes For: 4

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Applications**Resolution: #20-12-13****Presenter:** Eve Dewald**Seconder:** Patrik Pikálek

THAT the Heritage Advisory Committee move to approve Development Permit #20-071.

Discussion:

- Members were happy with what was presented although noted Galvalume is a new material they're unfamiliar with.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Applications**Resolution: #20-12-14****Presenter:** Eve Dewald**Seconder:** Megan Gamble

THAT the Heritage Advisory Committee move to approve Development Permit 20-036.

Discussion:

- Move may occur but only if the conditions of temporary permit 20-075 are met. HAC concerned about move and that it will result in empty building in downtown core.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Applications

Resolution: #20-12-15

Presenter: Eve Dewald

Second: Megan Gamble

THAT the Heritage Advisory Committee move to approve Development Permit 20-075 with conditions.

Discussion:

- Temporary permit is subject to specific conditions as HAC do not want the building to sit on the lot for long. Proposal is not appropriate and permit is granted subject to:
 - i. The setback cannot be more than 5ft (eventually it must be 0ft)
 - ii. A temporary false front that complements the streetscape must be installed – the plans are to be submitted by September 1st and installed by May 1st
 - iii. 1 year timeline to submit a development plan

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: New Business

Resolution: #20-12-16

Presenter: Eve Dewald

Second: Megan Gamble

Discussion:

- Architectural salvage bylaw – something to consider especially as we have an environmentally conscious council
- Galvalume – new material that 2 applications discussed and needs further investigation as unlike tin, it doesn't weather / age and will always look shiny and new
- Neon signs – summer season letter issued annually to explain that LED and neon signs should be removed before tourists begin to arrive, something we can issue?

Agenda Item: Unfinished Business

Resolution: #20-12-17

Presenter: Eve Dewald

Second: Megan Gamble

Discussion:

- Trailers around town – been noticed and concern that they're becoming permanent
- Two mentioned but there are likely more:
 - Corner of Princess and 6th – trailer was meant to be moved away but is now being renovated and retrofitted
 - 871 7th Avenue – trailer having work done it now

Agenda Item: Adjournment

Resolution: #20-12-18

Presenter: Eve Dewald

Second: Patrik Pikálek

That Heritage Advisory Committee meeting HAC 20-07 be adjourned at 20:52 hours on the 15th July, 2020.

Discussion: None.

Minutes accepted on: 5th August 2020